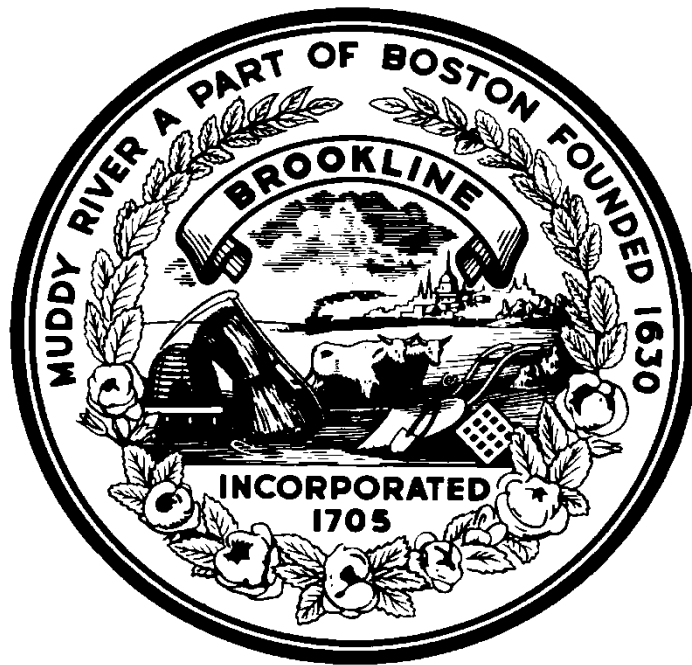


Town of Brookline

2010 Annual Report

TOWN OF BROOKLINE MASSACHUSETTS



305th Annual Report of the
Town Officers of Brookline
for the year ending December 31, 2010

www.brooklinema.gov

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TOWN OFFICERS for the Municipal Year 2010

Elected Town Offices and Committees

MODERATOR		SCHOOL COMMITTEE	
Edward (Sandy) Gadsby	(2012)	Rebecca Stone, Chair	(2011)
		Helen Charlupski	(2013)
TOWN CLERK		Elizabeth Childs	(2012)
Patrick J. Ward	(2012)	Glenn Alan Cunha	(2011)
		Susan Wolf Ditkoff	(2013)
		Alan Morse	(2011)
BOARD OF SELECTMEN		Judy Meyers,	(2012)
Betsy DeWitt, Chair	(2012)	Barbara C. Scotto	(2012)
Nancy A. Daly	(2011)	Henry B. Warren	(2013)
Jesse Mermell	(2013)		
Richard W. Benka	(2011)	BROOKLINE HOUSING AUTHORITY	
Kenneth M. Goldstein	(2012)	David Trietsch, Chair	(2013)
TRUSTEES OF THE PUBLIC LIBRARY		Michael Jacobs, Vice Chair	(2011)
Carol Axelrod, Chair	(2012)	Roxanne Berman	(2011)
Michael A. Burstein	(2013)	Barbara B. Dugan	(2015)
Vivien E. Goldman	(2012)	Joanne M. Sullivan	(2014)
Regina Healy	(2012)		
Gary Jones	(2011)	CONSTABLES	
Karen Livingston	(2011)	Robert L. Allen	(2013)
Jon Margolis	(2011)	Marvin A. Feinman	(2013)
Jennifer Rees	(2013)	William A. Figler	(2013)
Edith W. Sperber	(2012)	Stanley Rabinovitz	(2013)
Mary T. Sullivan	(2011)	Thomas John Vitolo	(2013)
Judith Vanderkay	(2013)		
Roberta Winitzer	(2013)		

Appointed by Moderator

ADVISORY COMMITTEE		ADVISORY COMMITTEE CONT'D	
Harry Bohrs, Chair	(2013)	William Powell	(2012)
Neil Wishinsky	(2013)	Lee Selwyn	(2011)
Charles Baker	(2011)	Stanley Spiegel	(2013)
Carla Wyman Benka	(2013)	Charles Swartz	(2011)
Edith R. Brickman	(2013)	Michael S. Traister	(2011)
Francis G. Caro	(2013)	Leonard Weiss	(2011)
Benjamin J. Franco	(2013)	Karen Wenc	(2012)
Nancy Heller	(2011)	Christine M. Westphal	(2012)
Sytske V. Humphrey	(2011)		
Janice S. Kahn	(2011)		
Estelle Katz	(2012)		
Bobbie M. Knable	(2012)		
Gerald Koocher	(2014)		
Frederick S. Lebow	(2012)		
Fred Levitan	(2013)		
Pamela Lodish	(2011)		
Sean M. Lynn-Jones	(2013)		
Sharri Mittel	(2012)		
Michael Oates	(2013)		

Appointed by Moderator cont'd

COMMITTEE ON TOWN ORGANIZATION AND STRUCTURE

Jean D. Berg, Chair	(2011)
Donna Kalikow	(2011)
Richard T. Leary	(2013)
Michael Robbins	(2013)
Martin R. Rosenthal	(2012)
Robert I. Sperber	(2012)
Robert M. Stein	(2013)

COMMITTEE ON CAMPAIGNS Cont'd

Frank Farlow	(2012)
Linda Golburgh (Town Clerk)	
Designee-No Expiration	
Gary Jones	(2011)
Barbara Pasten	(2012)
Joel Shoner	(2011)

Senior Manager Appointments

BOARD OF SELECTMEN'S OFFICE

Melvin A. Kleckner, Town Administrator
 Sean Cronin, Deputy Town Administrator
 Melissa Goff, Assistant Town Administrator

INFORMATION TECHNOLOGY

Kevin Stokes, Chief Information Officer

FIRE CHIEF

Peter Skerry

BUILDING DEPARTMENT

Michael Shepard, Commissioner
 Charles Simmons, Director of Public Buildings
 Tony Guigli, Building Project Administrator

HEALTH AND HUMAN SERVICES

Dr. Alan Balsam, Director

COUNCIL ON AGING

Ruthann Dobek, Director

HUMAN RELATIONS/YOUTH RESOURCES

C. Stephen Bressler, Director

FINANCE DEPARTMENT

Stephen E. Cirillo, Director of Finance/
 Treasurer/Collector
 David Geanakakis, Chief Procurement Officer
 Judith A. Haupin, Comptroller
 Gary McCabe, Chief Assessor

HUMAN RESOURCES

Sandra DeBow, Director

RECREATION

Lisa Paradis, Director

TOWN LIBRARIAN

James C. Flaherty

SUPERINTENDENT OF SCHOOLS

William H. Lupini

PLANNING AND COMMUNITY DEVELOPMENT

Jeff Levine, Director
 Joseph Viola, Assistant Director
 Kara Brewton, Economic Development Officer

TOWN COUNSEL'S OFFICE

Jennifer Dopazo, Town Counsel
 John Buchheit, Assoc. Town Counsel
 Patricia Correa, Assoc. Town Counsel
 Joslin Ham-Murphy, Assoc. Town Counsel

POLICE CHIEF

Daniel C. O'Leary

VETERANS' SERVICES

William McGroarty, Director

PUBLIC WORKS DEPARTMENT

Andrew Pappastergion, Commissioner
 Phil Trainor, Director of Water and Sewer
 Peter Ditto, Director of Engineering/Transportation
 Erin Chute Gallentine, Director of Parks and Open Space
 Kevin Johnson, Director of Highway

Boards and Commissions Appointed by the Selectmen

ADVISORY COUNCIL ON PUBLIC HEALTH

Dr. Bruce Cohen, Chair	(2013)
Roberta Gianfortoni	(2012)
Milly Krakow	(2012)
Cheryl Lefman	(2013)
Patricia Maher	(2011)
Anthony Schlaff	(2011)

BOARD OF APPEALS

Enid Starr	(2013)
Jesse Geller	(2012)
Robert DeVries	(2011)

ASSOCIATE MEMBERS

Jonathan Book	(2013)
Christopher Hussey	(2012)
Lisa Serafin	(2012)
Anna Christina Wolfe	(2011)
Mark Zuroff	(2011)

BOARD OF ASSESSORS

Gary McCabe, Chair	(2013)
Mark J. Mazur	(2012)
Harold Petersen	(2011)

BOARD OF EXAMINERS

Barnett Berliner	(2011)
Fred Lebow	(2012)
VACANCY	(2013)

BROADBAND MONITORING COMMITTEE

Francine Berger, Chair
Michael Newman
Al Pisano
Michael S. Selib

BROOKLINE ACCESS TELEVISION

William Slotnick, Chair	(2011)
Leor Brenman	(2012)
Albert Davis	(2011)
Andrew M. Fischer	(2011)
Karen Hirsch	(2013)
Mary Hoffe	(2012)
Jill Janows	(2013)
Hsiu-Lan Chang	(2012)
Peter Miller	(2011)

BROOKLINE COMMISSION FOR THE ARTS

Gavin Andrews, Co-Chair	(2013)
Joanne Lukitsh, Co-Chair	(2012)
Jack Curtis	(2012)
Katherine Ewen	(2013)
Jennifer Green	(2012)
Jeanette L. Guillemin	(2010)
Mori Insinger	(2013)
Jonathan Lewis	(2013)
Gillian Jackson Willis	(2012)
Katherine Lapuh	(2013)

BROOKLINE COMMISSION FOR THE ARTS cont'd

Joseph McGonegal	(2012)
Giti Saeidian	(2013)
Zina Schiff	(2011)
Libby Smith	(2011)
Marie Wilson	(2013)

BROOKLINE COMMISSION FOR WOMEN

Merry Arnold, Co-Chair	(2013)
Chris Chanyasulkit Co-Chair	(2012)
Casey Hatchett,	(2013)
Debbie Howerton	(2012)
Beth Jones	(2013)
Alberta Grossman Lipson	(2012)
Sandra Lundy	(2011)
Noreen Maddox	(2011)
Dr. Gloria Rudisch	(2013)
Vacancy	(2012)
Vacancy	(2011)

BUILDING COMMISSION

Janet Fierman, Chair	(2012)
George Cha	(2012)
George Cole	(2013)
Kenneth Kaplan	(2013)
David Pollack	(2011)

CELEBRATIONS COMMITTEE

Michael W. Merrill, Co-Chair
Robert Allen, Co-Chair
Jesse Mermell, Selectman
Marge Amster
Amy Clark
Annmarie Cedrone
Polly Cornblath
Andrew Pappastergion
Peter Ditto
Eli Gorock
Kelly Hardebeck
William McGroarty
Rita McNally
Chou Chou Merrill
Betty Moylan
Lisa Paradis
Captain Thomas Keaveney
Chief of Operations Michael O'Reilly
William Riley
Melvin Ritter
Michael Shepard
Manika Srivastav
Herbert Taymor
Ben Vivante
Joseph Walsh
Yvette Yelardy

COMMISSION FOR THE DISABLED

Eileen Connell Berger, Chair	(2012)
Richard W. Benka (Selectman)	(2011)

COMMISSION FOR THE DISABLED
Cont'd

Barbara Ceconi	(2013)
Keith Duclos	(2012)
Benjamin Halsband	(2013)
Eric Jonas	(2012)
James Miczek	(2011)
James Peters	(2011)
Melvin Ritter	(2012)

CONSERVATION COMMISSION

Randolph Micklejohn, Chair	(2013)
Kate Bowditch	(2012)
Gail McClelland Fenton	(2013)
Matthew Garvey	(2011)
Werner Lohe	(2011)
Marcus Quigley	(2012)
Roberta Schnoor	(2012)

ASSOCIATE MEMBERS

Marian Lazar	(2011)
Pamela Harvey	(2013)

COUNCIL ON AGING

Agnes Rogers, Chair	(2012)
Miriam Sargon, Vice-Chair	(2011)
Eleanor Bart	(2011)
Deborah Brass	(2013)
Gertrude Cohen	(2012)
Irvin Finn	(2013)
Mary Lee Hood	(2013)
Elizabeth Kirsten	(2012)
Jean Kramer	(2013)
Shirley Radlo	(2013)
Anatoly Rakin	(2013)
Evelyn Roll	(2011)
Dorothy Wolfson	(2012)
William Wong	(2011)

ASSOCIATE MEMBERS

Peter Ames	(2011)
Doris Toby Axelrod	(2011)
Judith Chasin	(2013)
Marvin Feinmen	(2013)
Phillip Fullerton	(2011)
Marjorie Diana Harvey	(2012)
Jean Kramer	(2011)
Helen Lew	(2011)
Jean O'Rourke	(2012)
Jacob Shafran	(2013)
Muriel Stark	(2012)
Roberta Winitzer	(2012)

ECONOMIC DEVELOPMENT ADVISORY BOARD

Robert I. Sperber, Co-Chair	(2013)
Anne Meyers, Co-Chair	(2012)
Susan Houston	(2012)
Kenneth Lewis	(2013)

ECONOMIC DEVELOPMENT ADVISORY BOARD
Cont'd

Thomas Nally	(2013)
Hema Narayanan	(2011)
Marilyn Newman	(2013)
David Noe	(2011)
Peter Norstrand	(2011)
Alden Raine	(2012)
Donald A. Warner, AIA	(2013)
Harold Simansky	(2012)

HOUSING ADVISORY BOARD

Roger Blood, Chair	(2012)
Rufus Phyllis	(2011)
Dan Rosen	(2011)
Kathy Spiegleman	(2013)
Steven Heiken - Planning Board Rep.	
Michael Jacobs - Housing Authority Rep.	
Rita McNally - Tenant Rep.	(2011)

HUMAN RELATIONS/YOUTH RESOURCES COMMISSION

Dr. Edward Wang, Co-Chair	(2013)
Sandra Bakalar	(2011)
Laurie B. Dopkins	(2011)
Karen Fischer	(2012)
David Tappan Heist	(2011)
Jonathan Lewis	(2013)
Captain Thomas Keaveney	(2012)
Rita McNally	(2013)
Kay O'Halloran	(2013)
Larry Onie	(2011)
Agnes Rogers	(2011)
Enid Shapiro	(2012)
Doreen Wilkerson	(2012)
Vacancy – Student Rep	(2012)
Vacancy	(2013)

ASSOCIATE MEMBERS

Paula Schneider	(2011)
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HUMAN RESOURCES BOARD

Kenneth V. Kurnos, Chair	(2011)
Brooke Varney Cardarella	(2012)
Edward DeAngelo	(2013)
Gerald Raphel	(2013)
Jacqueline J. Young	(2012)

INFORMATION TECHNOLOGY ADVISORY COMMITTEE

Nick Bonadies	(2013)
Susan Goldberg	(2011)
Stephanie Leung	(2013)
Ariel Soiffer	(2013)
Steven Zabak	(2011)

PARK AND RECREATION COMMISSION

John Bain, Chair	(2013)
Clara Batchelor	(2011)

PARK AND RECREATION COMMISSION

(cont'd)

Antonia Bellalta (2012)
James K. Carroll (2012)
Daniel Lyons (2011)
Nancy O'Connor (2011)
Jean Stameris (2013)

PLANNING BOARD

Mark J. Zarrillo, Chair (2012)
Nicole Forrest (2012)
Linda Hamlin (2013)
Stephen Heikin (2010)
Jerry I. Kampler (2011)
Steve Kanes (2014)
Jonathan Simpson (2014)

PRESERVATION COMMISSION

James Batchelor, Chair (2011)
Wendy Ecker (2013)
Elton Elperin (2011)
Ashling Fingleton (2012)
Dr. Gary Gross (2010)
David King (2013)
Linda Leary (2012)
Judith Selwyn (2012)

ALTERNATE MEMBERS:

Paul Bell (2011)
Kirstin Gamble Bridier (2013)
Rosemary Battles Foy (2012)
Cynthia Zaitzevsky (2013)

REGISTRARS OF VOTERS

Linda Golburgh (2009)
Andrew J. McIlwraith (2010)
Victoria Whitney (2011)
Patrick J. Ward, Ex Officio

RETIREMENT BOARD

Gary Altman, Chair (2012)

James Riley (2011)
Stephen E. Cirillo (2012)
Robert Ward (2011)
Judith Haupin - Ex-Officio

SOLID WASTE ADVISORY COMMITTEE

Adam Mitchell, Chair (2013)
Danielle J. Chaplick (2211)
John Dempsey (2011)
Barbara Field (2013)
Steven Ross (2211)
Cynthia Snow (2013)

TRANSPORTATION BOARD

Michael Sandman, Chair (2012)
Gustaaf Driessen (2013)
Brian Kane (2011)
Josh Safer (2011)
William Schwartz (2012)
Pamela Zelnick (2013)

TREE PLANTING COMMITTEE

Hugh Mattison, Chair (2012)
Marjorie Greville (2011)
Philip Shabecoff (2013)

TRUSTEES OF WALNUT HILL CEMETERY

Abbe Cohen, Chair (2011)
Katharine Begien (2011)
Mary Harris (2012)
Donalda Hingston (2013)
Joslin Ham Murphy (2013)
Patricia Ostrander (2012)

NAMING COMMITTEE

Fred Lebow, Chair (2011)
John Bain (2012)
Carla Benka (2011)
Helen Charlupski (2012)
Wendy Ecker (2013)
Harry Friedman (Alternate) (2012)

Miscellaneous Appointments

AGENT FOR MANAGEMENT OF REAL ESTATE

Susan Abdou

CIVIL DEFENSE DIRECTOR

Peter Skerry

FENCE VIEWER

Peter Ditto

INSPECTOR OF ANIMALS

Robin Magner & Patrick Maloney

INSPECTOR OF PETROLEUM

Peter Skerry

INSPECTOR OF WIRES

Theodore Steverman

KEEPER OF THE LOCK-UP

Daniel C. O'Leary

**LOCAL MOTH SUPERINTENDENT OF
INSECT PEST CONTROL**

Andrew Pappastergion

RIGHT TO KNOW COORDINATOR

Sandra DeBow

MEASURERS OF WOOD AND BARK

William McGroarty & George Carroll

BOARDS/COMMISSIONS APPOINTED BY THE BOARD OF SELECTMEN

Planning/ Development	Administration and Finance	Public Works	Cultural/ Leisure Services	Human Services
Board of Appeals	Board of Assessors	Conservation Commission	Broadband Monitoring Committee	Advisory Council on Public Health
Board of Examiners	Human Resources Board	Solid Waste Advisory Committee	Brookline Access Television	Commission for the Disabled
Building Commission	Registrars of Voters	Transportation Board	Celebrations Committee	Commission for Women
Economic Development Advisory Board	Retirement Board	Tree Planting Committee	Brookline Commission for the Arts	Council on Aging
Housing Advisory Board	Information Technology Advisory Committee	Trustees of Walnut Hills Cemetery	Park and Recreation Commission	Holocaust Memorial Committee
Planning Board	Brookline Naming Committee			Human Relations/ Youth Resources
Preservation Commission				

BOARD OF SELECTMEN ANNUAL REPORT



(L-R) Selectmen Nancy Daly, Selectmen Richard Benka, Chairman Betsy Dewitt, Selectmen Kenneth Goldstein, Selectmen Jesse Mermell & Town Administrator Mel Kleckner

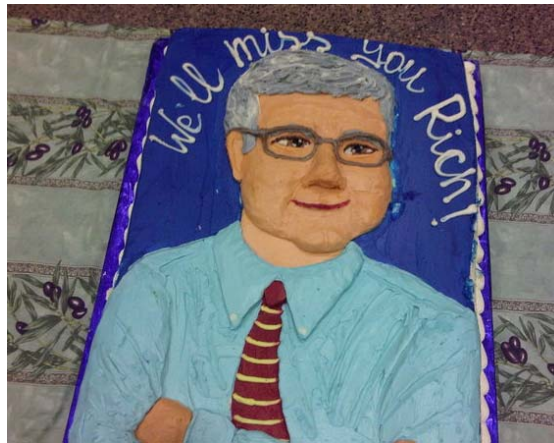
The Board of Selectmen submits the following report on major activities of Town government in 2010.

Town Administrator Transition - In March, the Board was advised of long-term Town Administrator Richard Kelliher's plans to retire effective in June. Mr. Kelliher had served as Town Administrator since 1994. The Board established a Town Administrator Search Committee to assist them in this critical appointment. Serving on the Committee were:

Betsy DeWitt, Board of Selectmen
Nancy Daly, Board of Selectmen
Harry Bohrs, Advisory Committee
Henry Warren, School Committee
Ken Kurnos, HR Board
Bernard Greene, TMM Pct. 7
Eric Buehrens, Citizen Representative

With the assistance of Sandra DeBow, Human Resources Director, the Committee published an employment advertisement and evaluated 43 candidates that applied for the position. In July, the Committee selected four final candidates for the Board of Selectmen's consideration. During the summer, the Board interviewed each finalist and ultimately voted to appoint Mel Kleckner as its next Town Administrator. Mr. Kleckner has a master's degree in public administration and nearly thirty years of experience in Massachusetts local government management. Mr. Kleckner began his duties with the Town on September 15 and we expect that he will have a long and successful tenure with the Town.

We are extremely grateful for Richard Kelliher's service to the Town of Brookline. Mr. Kelliher was an outstanding leader who created a professional and successful local government organization during his tenure. Following his notice of retirement, a series of recognition ceremonies were held, culminating in a farewell event at the Board's June 29th meeting. The event was well attended by former Selectmen, department heads and staff. We sincerely wish Rich and his family well in his retirement.



During the transition between Mr. Kelliher's retirement in June and Mr. Kleckner's employment in September, the Town was well served to have Deputy Town Administrator Sean Cronin serve as the Acting Town Administrator. The Board of Selectmen deeply appreciated Sean's willingness to assume this role.

THE FINANCIAL PLAN

As is the case in most years, the Board devoted a great deal of time reviewing and recommending the Town's Financial Plan (the Budget) for approval by Town Meeting. The FY 2011 General Fund Budget adopted by Town Meeting in May was \$200.7 million, representing a decrease of \$3.3 million, or 1.6%. FY 2011 represented the fourth year of dealing with the economic recession and the reduced revenue associated with it. A multi-year strategy involving cost reductions, increased revenue and reform has enabled the Town to maintain essential services. In FY 2008, the Town closed a \$3.2 million gap by increasing local fees and fines, by negotiating changes in health insurance plan design and by initiating cost savings in DPW operations and other expenditure reductions. In FY 2009, the voters approved a \$6.2 million tax increase. In FY 2010, over \$4 million was saved through a series of cost reductions recommended in part through the Board's Efficiency Committee. Local option meals and hotel taxes authorized by the Legislature were also adopted. In FY 2011, the Town and its unions/retirees agreed on a plan to join the Commonwealth's Group Insurance Commission (GIC) to provide health insurance coverage for eligible municipal employees and retirees. This decision saved \$5.5 million in FY 2011 alone and made it possible to avoid serious reduction in the workforce, including layoffs of teachers and other valuable municipal personnel. The Board is appreciative of the leadership of then Town Administrator Richard Kelliher and the support of Town and School unions and retirees. All employees and retirees were enrolled in the new plan, which was successfully implemented in July through the hard work of the Town's Human Resources Department.

The Financial Plan also includes a multi-year Capital Improvement Plan (CIP). This document recommends a schedule of specific capital projects over a six year period and develops a plan for their financing. The CIP for FY 2011-2016 proposes an investment of \$126.3 million, including a full range of projects necessary to maintain the Town's infrastructure and high level of public services. The CIP continued to address the issue of classroom capacity. With the significant increase in enrollment in the K-8 buildings, lack of space to school the children has become a major focus of attention.

The budget process affords the Board of Selectmen with the opportunity to determine its objectives for the ensuing year. The following objectives were adopted for FY 2011:

- To continue to observe the recommendations of the Override Study Committee relative to long-term financial sustainability, as adopted by Resolution in March, 2008.
- To continue implementation of recommendations of the Efficiency Initiative Committee and OPEB Task Force, where feasible, and to explore new opportunities for improving productivity and eliminating unnecessary costs.
- To proceed with the transition for group health coverage per the agreement executed between the Town and the Union Public Employee Committee to enter the Group Insurance Commission.

- To continue to be guided by Fiscal Policies relative to reserves and capital financing as part of the ongoing effort to observe sound financial practices and retain the Aaa credit rating.
- To continue the Town/School Partnership as the means of budgetary planning for financial issues that span municipal and school interests.
- To conduct labor contract negotiations for equitable settlements in conjunction within the Town's ability to pay as shaped by the objectives noted above.
- To urge State officials, especially through continuous advocacy with our Legislative Delegation, for adequate levels of Local Aid and adoption of Home Rule Legislation, such as the exemption for non-public safety employees from Civil Service.
- To carry out the CIP and the completion of major projects in progress including Muddy River Restoration, Fisher Hill Reservoir Re-Use, Village Square, Town Hall/Main Library/Pierce School garages, and the Runkle School in cooperation with the School Building Authority.
- To continue to work with the School Committee on the development of a comprehensive plan to address the space needs issue in the schools.
- To more fully integrate environmental concerns into Town governance through consideration of the recommendations of the Climate Action Committee and the Moderator's Committee on Waste Disposal.
- To continue to work towards meeting the criteria to become a "Green Community" when appropriate in order to utilize all the tools and grants available through DOER for cities and towns to reduce fossil fuel emissions in a sustainable manner, reduce total energy use and improve energy efficiency in public buildings
- To continue to investigate ways to reduce our municipal solid waste including programs such as single stream recycling and "pay as you throw".
- Building on the momentum of the Brookline 2010 Campaign, to continue to raise awareness and work towards reducing the carbon footprint of our community by promoting behavior changes like using an alternate mode of transportation and investigating programs such as bike sharing.
- To broaden the Town's commitment to promoting racial/religious diversity through efforts such as reinstituting formal MLK observances.
- To expand technology utilization through promotion of the Brookline MA.gov website and departmental applications such as the new permitting and inspection systems and the Cartegraph work order system.
- To assist the Fire Department in the utilization of technology to improve firefighter safety, re-engineer business processes, and improve intra-departmental communication.
- To work with the Town Clerk to develop a Town policy for records storage; to gather historic and archival Town records, documents and materials; to organize and catalog them; and to establish a suitable storage space in an accessible location.
- To examine capital outlay for equipment and vehicles such as the \$700,000 DPW line item that was last reviewed in May 2003.
- To deploy credit card machines into individual Town Offices for expanding on-site payment options.
- To foster appropriate development both for projects in progress, such as at Village Square and 111 Boylston Street, or in the planning of future projects by also striving to mitigate possible adverse impacts on Town resources from potential developments' such as Hancock Village.

- To review special permit provisions of the Zoning By-Law in order to determine whether this form of land use regulation can more directly control for adverse impacts on Town resources resulting from development.
- To explore possibilities to strengthen code enforcement for incidents of over-occupancy through possible changes in inspection practices, fine structure, and the processing of case information.
- To seek out opportunities to improve the streetscape with programs such as multi-space parking meters, LED street lights, alternative displays for newspaper boxes, and enforcement of the Sign By-Law.
- To ensure that historical plaques and symbols are maintained throughout the Town and that deteriorating memorials are reviewed for possible preservation and restoration or replacement.
- To support the efforts of EDAB and others to improve operations of existing infrastructure, leverage targeted tourism opportunities for our commercial areas, and seek well-planned possibilities for new appropriate developments.
- To examine taxation practices including possible special legislation for commercial property exemption, reviewing various assessing methodologies applicable to different classes of property, and strengthening system for verification of residential exemption claims.
- To strengthen relationships with the existing business community, such as collaborative problem-solving with businesses as important stakeholders in our community.
- To move forward with the redevelopment of the Town-owned reservoir at Fisher Hill as mixed-income housing and to continue the pursuit of affordable housing opportunities in other areas of town.
- To continue oversight of key policy considerations for the Police Department in the areas of Citizen Complaints and Video Camera Monitoring system.
- To act upon the recommendations of the Selectmen's Parking Committee as part of an overall parking management and enforcement program.
- To continue to seek PILOT Agreements with institutional non-profits along with an equitable approach for community-based organizations.
- To review existing policies and procedures for issuance of alcohol licenses and consider changes as appropriate.
- To encourage residents to take advantage of the newly renovated Brookline Access Television studio space and to continue to monitor service quality performance of both Comcast and RCN.
- To ensure all Brookline Veterans are offered assistance through Veterans' Services in a timely and professional manner and are treated with the highest level of dignity and respect for serving their country in a time of need.
- To continue efforts with the Commission for the Disabled to ensure legally mandated accessibility to private facilities and Town properties/programs.
- To strengthen relationships with Boards and Commissions.

The Board thanks Chairman Harry Bohrs and all members of the Advisory Committee for their hard work and dedication on reviewing the budget and other matters to go before Town meeting. The Financial Plan is a much better product as a result of the efforts of the Committee.

The following are some examples of the work of the Board during 2010:

Parking Committee – The Brookline Board of Selectmen convened the Brookline Parking Committee (BPC) “in order to maximize the effective and efficient use of Brookline’s on and off street parking resources for the mutual benefit of local businesses, residents, and visitors”. The Committee was charged with conducting a comprehensive review of policies and regulations related to parking, other than overnight parking. In April, the Committee presented its final report to the Board of Selectmen. The Committee’s report included over 20 recommendations related to managing existing parking resources and future development for consideration of various Boards and Committees, including Town Meeting. Several of the Committee recommendations were implemented while others, including recommendations related to meter rate pricing and meter hours, were being considered for adoption in early 2011. One of the Committee recommendations proposed a reduction in the minimum parking requirements for multi-family residential and commercial development projects. This was a widely debated warrant article during the Fall Town Meeting, but it was ultimately determined that the issue required further examination in the form of a Moderator’s Committee. The Board appreciates the hard work of the Committee and will continue to examine the recommendations in their report. The members of the Committee are:

Selectman Jesse Mermell, Co-Chair
 William Schwartz, Co-Chair
 Hsiu-Lan Chang, Business Representative
 Peter Furth, Transportation Board
 Steve Heiken, Housing Advisory Board
 Jerry Kampler, Planning Board
 Sean Lynn-Jones, Advisory Committee
 Werner Lohe, Conservation Commission
 Hugh Mattison, At Large Member
 Linda Pehlke, At Large Member
 Al Raine, At Large Member
 Michael Sandman, Transportation Board
 Paul Saner, EDAB
 Myra Trachtenberg, At-Large Member

Climate Action Committee (CAC) - With Selectman Jesse Mermell as the Board designee, the Climate Action Committee began the year with the launch of the “Brookline 2010” campaign. This was a major initiative that raised awareness about the importance of reducing the carbon footprint of our community. Nearly 100 businesses and over 700 residents participated in the campaign by agreeing to adopt activities that reduce carbon emissions during the year.

The Committee assisted in the development of an RFP and the review of the responses for an energy audit and weatherization program funded by the Energy Efficiency and Conservation Block Grant (EECBG) program. Energy services company Next Step Living, in partnership with non-profits New Ecology and the Massachusetts Energy Consumers Alliance, was selected to administer the program, dubbed “Green Homes Brookline.” The program encourages all Brookline residents, regardless of housing tenure, to obtain free energy audits of their homes. In addition, households earning between 60% and 120% of area median income can receive subsidized energy improvements. The CAC is also partnering with local grassroots group Climate Change Action Brookline (CCAB) to promote this program, which continues to evolve, and encourage participation.

The CAC continued to advocate for the Town to seek Green Community status by supporting a zoning warrant article to allow for large-scale ground-mounted solar panels on the Singletree Hill Reservoir, which is one of the criteria needed to achieve Green Community designation. The Committee has begun the process to develop a new climate action plan, which will include both municipal and community measures. The Committee expects the new plan will be completed before the end of calendar year 2011. The Board appreciates the work of this Committee and looks forward to continued work on the climate plan as well as other outreach efforts. The Board is extremely grateful for the efforts of the CAC and looks forward to the continuation of their excellent work:

Selectman Jesse Mermell, Co-Chair
 Don Weitzman, Co-Chair
 Corey Bergeron, Citizen Representative
 Mary Dewart Citizen Representative

Jon Cody Haines, Citizen Representative
Werner Lohe, Conservation Commission
Patricia Maher, Advisory Council on Public Health
Linda Pehlke, Citizen Representative
Josh Safer, Transportation Board
Michael Shepard, Building Commissioner
Carol Sandel, Chamber of Commerce
Jim Solomon, Citizen Representative
Barbara Scotto, School Committee
Mark Zarrillo, Planning Board



The Board congratulates the Conservation Commission's Environmentalist of the Year, Jay Hersey

Davis Path Special District Zoning Study Committee – In response to a proposal to modify the zoning at the former Red Cab site on Boylston Street, the Board established a special study committee. Under the chairmanship of Selectman Richard Benka, the Davis Path Special District Zoning Study Committee was charged with reviewing and analyzing current conditions, zoning and parking requirements, design guidelines, shadow studies, and other land use planning tools such as transit-oriented development, that affect the site bounded by Davis Path, Boylston Street, the MBTA tracks and the eastern boundary of the parcel.

The Study Committee is to report back at or before the November 2011 Town Meeting, with recommendations for zoning amendments to create a Special District under Sec. 5.06 of the Zoning By-Law that would permit appropriate development while mitigating impacts on adjacent neighborhoods and historic districts. The Committee has made great progress and is preparing a proposal for consideration at the Annual Town Meeting in the spring of 2011.

Selectman Richard Benka, Chair
Charles Baker, Advisory Committee
John Bassett, Community Representative
David England, Community Representative
Steve Heikin, Planning Board
Angela Hyatt, Community Representative
Ken Lewis, EDAB
Sergio Modigliani, Community Representative
Charles Osborne, Community Representative
Linda Pehlke, Community Representative
Dan Saltzman, Community Representative
Paul Saner, Zoning By-Law Committee
Bill Schwartz, Transportation Board

Licensing Review Committee - One of the most important roles of the Board of Selectmen is to act as the Town's licensing authority. Currently, the Board is responsible for the issuance of over 700 licenses, including restaurants, the sale of alcoholic beverages, entertainment and the sale of motor vehicles. The Committee is charged with reviewing all current regulations for licensing, with special attention to liquor and food vendor licenses, and to make recommendations for any changes and updates in light of new information or conditions. The Committee has been very active over the last year under the direction of Selectmen Betsy DeWitt and Ken Goldstein.

Selectman Betsy DeWitt, Co-Chair
Selectman Ken Goldstein, Co-Chair
Tom Gallitano, TMM, Pct. 16
Anne Meyers, EDAB
Joe Hanley, Attorney
Chris Chanyasulkit, TMM, Pct. 13
Peg Senturia, TMM, Pct. 8
Lea Cohen, Chamber of Commerce
Doug Rodman, Former liquor license holder (non-voting)

Runkle School Building Committee - The composition of the Runkle School Building Committee is prescribed by state law that created the new Massachusetts School Building Authority (MSBA) to oversee and fund local school building projects across the Commonwealth. In October 2010, the Board of Selectmen awarded the construction contract to G&R Construction. Their bid came in under budget by approximately \$2 million, which was very well received by both the Town and the MSBA, as they share in the cost savings. Construction commenced as the year ended and the Committee is looking forward to seeing the renovated school open on schedule in September, 2012.

The Committee members are:

Nancy Daly, Selectman
Helen Charlupski, School Committee
Glen Cunha, School Committee
William Lupini, Superintendent of Schools
Joseph Connelly, Acting Runkle School Principal
Peter Rowe, Deputy Superintendent of Schools Administration & Finance
Jennifer Fisher Muller, Deputy Superintendent for Teaching and Learning
Michael Shepard, Building Commissioner
Charlie Simmons, Director of Public Buildings
Kenneth Kaplan, Building Commission
Sean Cronin, Deputy Town Administrator
Mel Kleckner, Town Administrator



Groundbreaking at Runkle School

Heath School Building Committee - Another school project in process is the Heath School addition. The project, estimated to cost \$8.25 million, with the State paying for approximately 40%, is required to help alleviate the overcrowding at the school. Work is anticipated to commence in the Summer of 2011 and be completed in time for the 2012-2013 school year. The Heath School Building Committee was established in May and consists of the following individuals:

Kenneth Goldstein, Board of Selectmen
Barbara Scotto, School Committee
Helen Charlupski, School Committee
Mel Kleckner, Town Administrator
Sean Cronin, Deputy Town Administrator
William Lupini, Superintendent of Schools
Jennifer Fischer-Mueller, Deputy Superintendent of Schools
Peter C. Rowe, Deputy Superintendent of Schools
Milly Katzman, Principal
Michael Shepard, Building Commissioner
Charles Simmons, Director of Buildings
George Cole, member of Building Commission
Raymond Masak, Owner's Project Manager
Carla Benka, Chairman, Capital Sub-Committee of the Advisory Committee
Stacey McCarthy (Parent)
Daniel St. Clair (Parent)

At the May 25, 2010 Special Town Meeting, a \$300,000 appropriation was approved to fund the feasibility / schematic design phase of the project. On November 2, 2010, the Massachusetts School Building Authority (MSBA) and the Town of Brookline, through the Designer Selection Panel (DSP), recommended that a contract be awarded to Miller Dyer Spears, Inc. for the design of the Heath School project. The contract was awarded on November 16, 2010. Funding for the project will be sought at the 2001 Annual Town Meeting.

Other 2010 highlights include:

Committee on Town Organization and Structure - After several years of evaluating the governance of the Town, the Committee on Town Organization and Structure (CTO&S) submitted a report and recommendations to amend provisions of the Town Administrator Act. A majority of the Committee felt that it was important to modernize the Town's government in order to align the Town Administrator's accountability for the operation of government with his/her responsibility for appointing senior staff. Specifically, the Committee proposed that the Town Administrator assume legal authority for the appointment and removal of senior staff, including most

department heads. This matter was placed on the Warrant for the Special Town Meeting in November and generated interesting debate. The debate focused on the fundamental and philosophical arguments about accountability of the Town's elected versus appointed officials. Ultimately, Town Meeting opposed changing the responsibility for appointing department heads, but did agree to vest the appointment of most subordinate personnel with the Town Administrator.

A related issue was also considered relative to the responsibility of the Board of Selectmen for the Town's public safety function. An article was petitioned that proposed to formalize the Board's role as police and fire commissioners. This proposal passed with the understanding that the Board of Selectmen would not assume a day to day role in the operation of these departments.

The Board thanks the CTO&S for their initiative and hard work in making sure the Town's governing structure remains relevant in today's changing environment, yet responsive to the culture and history of Brookline.

Fisher Hill Reservoir Site Redevelopment - In 2010, the Town applied for and was awarded a competitive federal Land and Water Conservation Fund grant of \$500,000 for the Fisher Hill Reservoir Park project. Funds will be used for land acquisition, site design development and initial construction. As a requirement of the sale of the property, the Town must place a conservation restriction on the property in order to preserve it for open space, active and/or passive recreation. The Town expects to finalize the purchase and sale of the property in the winter 2011.

CONCLUSION

In May, Betsy DeWitt was reelected to the Board of Selectmen. Following the election, she was selected by the Board to serve as chairman for the following year, replacing Nancy Daly in that role. The Board thanks Nancy for her leadership and success as chairman over the prior three years. Finally, 2010 was a year that marked the transition in our Town Administrator. Like all transitions, the Board was sad to say goodbye to our long-term and successful Town Administrator, Rich Kelliher, but excited about the prospects of a long and successful tenure to our new Town Administrator, Mel Kleckner.



Board of Selectmen with new recruits Timothy Yee and Kristen Healy

TOWN ADMINISTRATOR

MELVIN A. KLECKNER



It is a sincere privilege to submit my first annual report as Brookline's Town Administrator. In August, I was fortunate to have been appointed by the Board of Selectmen among several qualified candidates for this position. The process to appoint a new Town Administrator was comprehensive and challenging. The Town of Brookline has a fine tradition of professional management and I am honored to continue the service of its three prior administrators: Arthur O'Shea, Richard Leary and Richard Kelliher. I am especially fortunate to benefit from the organization and culture of excellence that Mr. Kelliher had developed during his fifteen year tenure as Town Administrator. During the three month period between Mr. Kelliher's retirement and my appointment, the Board of Selectmen appointed Deputy Town Administrator Sean Cronin to serve as Acting Town Administrator.

Transition

With thirty years of experience in municipal government management, I have been exposed to most issues that face the Town of Brookline. However, Brookline is the largest community I have worked in and it has taken some time to get acclimated to its scale and pace. Fortunately, I have inherited an outstanding group of department managers and staff who have assisted me in the transition. The Town of Brookline should be proud of the quality and commitment that its department heads exhibit. However, as this group ages and decides to retire from public service, it is critical that they be replaced with individuals with similar experience and motivation. As a result, one of my highest priorities is the training and development of the Town's mid-level managers. On a quarterly basis, the mid-level management team will convene with department heads to discuss on-going town issues and priorities and to engage in professional development activities.

In order to become fully integrated into Brookline, I have initiated meetings with dozens of leaders in government, business and community-based institutions that influence life in Brookline. Through these meetings, I have been better able to understand the factors that have shaped the Town, and am able to take those factors into consideration when making policy recommendations and decisions. I have appreciated the warm welcome and advice during these many meetings.



Newly appointed Town Administrator with Board of Selectmen

The Budget

Clearly, most of my time and effort as Town Administrator is devoted to financial and budgetary planning. The last several years have been an extremely challenging environment given the unprecedented financial recession facing Massachusetts and the country. Financial aid to Brookline from the Commonwealth of Massachusetts has declined by 22% since Fiscal Year (FY) 08 and revenue from sources prone to economic conditions has deteriorated. Still, the Town is in far better shape than most cities and towns and has been able to avoid deep reductions in services and depletion of its financial reserves. Several factors have contributed to this success, including the following.

- Better control of employee health insurance costs by joining the Commonwealth of Massachusetts' Group Insurance Commission
- Careful allocation of one-time federal stimulus funding to minimize impacts on the future growth of operating budgets
- Diversification of the Town's revenue mix by adopting local option hotel and meals taxes
- Negotiation of Payment in Lieu of Taxes (PILOT) agreements with tax-exempt institutions
- Investment in energy conservation and new technologies in order to reduce operation and maintenance costs
- Selective privatization of programs and services in order to minimize costly employee benefits and future liability
- Consolidation and reorganization of departmental staffing and operations
- Implementation of efficiencies in municipal operations

In November, certain actions were taken at Town Meeting to adjust the Fiscal Year 2011 budget. Following passage of the budget last spring, the Town experienced more favorable revenue from the Commonwealth of Massachusetts. It also experienced lower costs for employee health insurance as a result of higher than anticipated enrollment in managed health plans such as HMO's. As a result, \$870,000 was reallocated into long-term funding of retiree health insurance liability and \$530,000 was used to support one-time costs associated with expanding space in school building to accommodate increased enrollment. By reallocating

additional financial capacity in this way, the Town addressed important needs without inflating the future operating budget.

Governance

Also at the November Town Meeting, the Town considered changes to its governance through a series of recommendations by the Committee on Town Organization and Structure (CTO&S). A majority of the Committee proposed changes designed to strengthen the day-to-day management authority of the Town Administrator. A spirited debate ensued relative to the responsibility and accountability of the elected Board of Selectmen versus the appointed Town Administrator. Ultimately, Town Meeting decided to retain the current appointment authority of the Board of Selectmen for department head level positions, but expanded the Town Administrator's authority for the appointment of subordinate personnel. While this was an awkward debate to be involved in within the first few months of my tenure, I believe the discussions led to a renewed understanding and commitment that the Board of Selectmen and Town Administrator are a team who must work together in the best interest of the Town.

Programs and Services

In October, the Town implemented a major change to its solid waste collection system. The Town transitioned to a "single stream" mode of recycling, allowing residents to commingle all recycled products together. Large 64 gallon totes were distributed to each household for this purpose and Waste Management was contracted to collect the recycled material at the curbside. Every ton of municipal solid waste that is recycled reduces the Town's solid waste disposal costs by \$87. During the first six months of the new recycling program, the Town disposed of 398 fewer tons of solid waste for a savings of nearly \$35,000 in the Sanitation budget for waste disposal. During the same period, recycling tonnage increased by 303 tons thereby increasing Brookline's recycling rate from 42% to 48%. The Town continues to be a leader in environmentally responsible programs that benefit our residents and make Brookline a better community. The Town continues to evaluate a "pay as you throw" system which attempts to increase recycling by adjusting the fee to correspond to the actual amount of solid waste generated. Solid waste collection is one of the few municipal services that impact every citizen of the Town. A change in the manner of collection is a major undertaking that requires extensive communication and logistics. I am appreciative of the efforts of the Department of Public Works in this regard.

The Town continues to make progress in converting manual tasks to automated processes, not only saving time and money, but creating opportunities for sharing information to support other functions. For example, the Town is converting its system of inputting complaints into an automated system developed by Cartegraph. This process will interface with a work order system and can even be tailored for citizen interaction via the web or mobile applications. Similarly, building officials, parking control personnel and others in the field have been outfitted with handheld devices enabling the input of quick and accurate information that can be uploaded and utilized for a variety of uses. The use of Global Positioning System (GPS) technology has become more prevalent in Town vehicles and enables managers to more effectively plan and manage the Town's resources. Finally, the Town has acquired technologically advanced multi-space parking meter devices that can be programmed for different rates and hours depending upon the circumstances.

Conclusion

As I begin my first year as Town Administrator, I wish to thank the Board of Selectmen for the confidence and support they have extended to me in my appointment. I am also thankful for the support and advice of all department heads of the Town, including School Superintendent Bill Lupini. The staff in the Selectmen's office, consisting of Brenda Costello, Kate MacGillvary and Sile Hurrie, has been very helpful. Finally, I am indebted to the outstanding service and support provided by Assistant to the Town Administrator Patty Parks, Assistant Town Administrator Melissa Goff and Deputy Town Administrator Sean Cronin. They are very talented and committed employees of the Town who contribute greatly to the professionalism and effectiveness of Town government in Brookline.

TOWN MODERATOR

Edward (Sandy) Gadsby

This report will consist primarily of a summary of the highlights of the Town Meetings held during the year.

The principal business of the Annual Town Meeting in May consisted of the deliberation and adoption of the \$204 million fiscal year 2010 budget presented by the Advisory Committee, including non-recurring costs of \$7.5 million associated with the completion of the Newton Street Landfill project. There were also spirited discussions of the citizen's complaint procedures of the Police Department and the recently installed system of surveillance cameras. Town Meeting did not approve a complex proposal that would have expanded the class of legal accessory dwelling units.

The Fall Town Meeting approved two major projects, a major expansion and renovation of Runkle School and the Fisher Hill Reservoir project, that were the culmination of considerable hard work by the Town and interested citizens. Town Meeting also endorsed a car-sharing parking proposal that had originally been widely criticized but had, through extensive negotiations, evolved into a proposal that drew only one negative vote. This was a good example of the benefits that can emerge from our intensive pre-Town Meeting deliberative process. The most controversial business, however, involved the approval of the funding of the reconstruction of the Carlton Street Footbridge, a bitterly fought issue widely thought to be responsible for a virtually complete change in recent years of the composition of Town Meeting Members from Precinct One. This was likely the last chance for the Footbridge opponents, who suffered a decisive defeat.

Finally, a Special Town Meeting was held in August, in which new hotel and meals taxes that the Town believes will generate \$1.2 million of new revenue annually were overwhelmingly approved.

As usual, participation and attendance at our Town Meetings remains at a high level, with quorum counts consistently in the 85-90% range, a tribute to the good health of the democratic process in Brookline. There were two ballot votes during the year, and that procedure is becoming more efficient while continuing to improve the accountability of Town Meeting Members.

I was asked by Town Meeting to appoint one Moderator's Committee this year, to study and report on various trash disposal options. Thanks to its chair, Matthew Kleiman, and members Frank Friedman, (Selectman) Ken Goldstein, Gerry Koocher, Adam Mitchell, Virginia Smith, Stanley Spiegel, Raymond Wise and Tom DeMaio (subsequently replaced by Andy Pappastergion) for agreeing to participate in this important effort.

And, as always, thanks are in order to two committees that I appoint, the Committee on Town Organization and Structure, chaired by Jean Berg, and the Advisory Committee and its chair, Harry Bohrs. These committees devote many hours to their work, for which they receive little public acclaim, and are of great importance to the Town and Town Meeting.

ADVISORY COMMITTEE

Harry K. Bohrs, Chair

Organization and Function

Massachusetts General Laws, Chapter 39, Section 16 states that "every town whose valuation for the purpose of apportioning state tax exceeds one million dollars shall, and any other town may, by by-law provide for the election or the appointment and duties of appropriation, advisory or finance committees, who shall consider any or all municipal questions...."

The Brookline Advisory Committee, in accordance with Town by-laws, shall consist of not fewer than 20 nor more than 30 established registered voters of the Town. At least one elected Town Meeting Member is appointed from each of the sixteen precincts, plus up to eight additional Town Meeting members and up to six members-at-large. This makes the Brookline Advisory Committee one of the largest of such committees in the Commonwealth. The Brookline Advisory Committee is somewhat unique in that it

functions not only as a Finance Committee, but also as an Advisory Committee. As such, it advises the Town through its recommendations to Town Meeting on all matters ranging from Town finances and re-zoning to capital projects and collective bargaining in order to meet the specific needs of the community. The Advisory Committee reports to Town Meeting with its written recommendations on such matters in the printed warrant that is mailed to all Town Meeting members. The Advisory Committee is the only authority that may approve transfers from the Reserve Fund, which is established to deal with unforeseen or emergency expenditures.

The Chair of the Advisory Committee appoints each member to serve on a subcommittee, working closely with members to determine which subcommittee will best suit their background and interest. The Chair selects a member from each subcommittee to serve as its Chair.



Advisory Committee

Below is a listing of current subcommittees with the areas to which each is responsible and it's Chair:

Administration and Finance: Advisory Committee, Conditions of Appropriation, Debt and Interest, Finance, Information Technology, Selectmen, Town Clerk, and Unclassified. (Chaired by Michael Traister)

Capital: Building, Capital Improvements Program, Public Works, and Recreation. (Chaired by Carla Benka)

Human Services: Council on Aging, Health, Human Relations-Youth Resources, Library, and Veterans' Services. (Chaired by Frank Caro)

Personnel: Collective Bargaining, Human Resources, and Personnel Benefits. (Chaired by Ken Chin)

Planning and Regulation: Legal Services, Planning and Community Development, Zoning. (Chaired by Neil Wishinsky)

Public Safety: Police and Fire. (Chaired by Janice Kahn)

Schools: (Chaired by Leonard Weiss)

2010 Issues

In 2010, the Advisory Committee considered a broad array of financial and other issues on behalf of Town Meeting. The full Advisory Committee met regularly to prepare its recommendations for the Annual Town Meeting and the Special Town Meeting. In addition to on-site visits, the subcommittees met 48 times to hold public hearings, which enabled both supporters and opponents of various issues to express their views. The subcommittees reported to the full Advisory Committee to allow the Advisory Committee to fully take into account public sentiment in its final decision-making process.

The Advisory Committee spent approximately three months crafting its version of the Town's FY11 Budget. From mid-February through mid-May, the full Committee met twice a week to hear and discuss subcommittee recommendations. The Committee listened to the requests and concerns of boards and commissions, Town officials and citizens, balanced these views, and prepared and submitted to Town Meeting a detailed budget recommendation in the form of the annual appropriation article.

During 2010 the Advisory Committee prepared and presented to Town Meeting comprehensive reports on a number of complicated warrant articles. Topics included a variety of zoning measures, a new Stretch Energy code, a Nuisances Control by-law, powers and responsibilities of the Town Administrator, and changes to parking requirements, to name a few.

Members of the Advisory Committee actively participated on committees appointed by the Board of Selectmen around a variety of topics including OPEB's, the Zoning By-Laws, noise control, climate action, bicycle advisory, and Town Administrator screening. Members also served on a number of standing Town committees including the Labor Advisory, Town/School Partnership, and Audit Committees.

Membership

Harry Bohrs was unanimously re-elected to serve as the Chairman of the Committee and Neil Wishinsky was unanimously re-elected to serve as Vice Chairman.

This past year we said goodbye to members: Lori Salkin who welcomed a new baby girl into the world this fall, and Michael Berger who spent many years contributing to the Committee with insightful analysis and commentary. We extend our warmest appreciation for their thoughtful commitment to both our Committee and our community at large. At the same time, we welcomed new members Lee Selwyn and Gerry Koocher.

With the help and support of our Executive Assistant Wendy Pray, the Advisory Committee will continue to work diligently on behalf of Town Meeting to carefully consider all matters that will impact the Town and make recommendations it considers to be in the best interest of the Town and all of its residents.

TOWN MEETING

Summary of Actions Taken Special Town Meeting January 21, 2010

ARTICLE ONE

Legislation Concerning Health Insurance Coverage for Retired Employees. (Selectmen) A motion of Favorable Action to authorize the Town to file a petition with the General Court providing for an indemnity plan for out-of-area retirees and those planning on out of area retirement, was passed, as amended, by a Unanimous Vote.

ARTICLE TWO

Approval of Collective Bargaining Agreements. (Human Resources) A motion of No Action was passed by a Unanimous Vote.

Summary of Actions Taken Annual Town Meeting May 25, 2010

ARTICLE ONE

Appointment of Measurers of Wood and Bark. (Selectmen) A motion of Favorable Action to establish the number of Measurers of Wood and Bark be two and to be appointed by the Board of Selectmen, was passed by a Unanimous Vote.

ARTICLE TWO

Approval of Collective Bargaining Agreements. (Human Resources) A motion of No Action was passed by a Unanimous Vote.

ARTICLE THREE

Annual Authorization of Compensating Balance Agreements. (Treasurer/Collector) A motion of Favorable Action, to enter into compensating balance agreements for FY2011, was passed by a Unanimous Vote.

ARTICLE FOUR

Report on the Close-out of Special Appropriations/Bond Authorization Rescission. (Selectmen) A motion of No Action was passed by a Unanimous Vote.

ARTICLE FIVE

Approval of Unpaid Bills of a Prior Fiscal Year. (Selectmen) A motion of Favorable Action to pay unpaid bills from a prior fiscal year from the Recreation Department and the Golf Enterprise Fund budgets was passed by a Unanimous Vote.

ARTICLE SIX

Acceptance of Legislation to Increase Property Tax Exemptions. (Assessors) A motion of Favorable Action, to establish an additional property tax exemption for FY2011, was passed by a Unanimous Vote.

ARTICLE SEVEN

FY10 Budget Amendments. (Selectmen) A motion of No Action was passed by a Unanimous Vote.

ARTICLE EIGHT

Annual Appropriations Article. (Selectmen) A motion of Favorable Action, to approve the FY2011 budget with total appropriated expenditures of \$193,373,364, was passed as amended and separately voted, by a Counted Vote of 210 In Favor and 1 Opposed.

ARTICLE NINE

Increase the Amount of the Senior-Work-off Abatement to \$1,000 from the Current \$750. (Board of Assessors and Council on Aging) A motion of Favorable Action was passed by a Unanimous Vote.

ARTICLE TEN

Amendment to Section 3.1 of the Town's By-Laws – Board of Selectmen – designation as police and fire commissioners. (Petition of Martin R. Rosenthal) A motion of Favorable Action to refer the subject matter of Article 10 to the Committee on Town Organization and Structure for further study and reconsideration at a future Town Meeting, was passed by a Recorded Ballot Vote of 108 In Favor, 100 Opposed and 2 Abstentions.

ARTICLE ELEVEN

Amendment to the Town's By-Laws – establishment of a new Article 5.9 – Stretch Energy Code. (Selectmen) A motion of Favorable Action was passed by a Counted Vote of 206 In Favor and 1 Opposed.

ARTICLE TWELVE

Amendment to the Town's By-Laws – establishment of a new Article 8.29 – Nuisance Control. (Petition of Eunice White and Nancy Heller) A motion of Favorable Action was passed by a Counted Vote of 183 In Favor and 3 Opposed.

ARTICLE THIRTEEN

Amendments to the Town's By-Laws – eliminate various requirements to mail certain documents.

(Board of Selectmen) A motion of Favorable Action, as revised and amended, was passed by a Majority Vote.

ARTICLE FOURTEEN

Amendments to the Zoning By-Law – Emerson Garden and White Place Neighborhoods. (Petition by M.K. Merelice) A motion of Favorable Action was passed by a Counted Vote of 131 In Favor and 43 Opposed.

ARTICLE FIFTEEN

Amendment to Section 6.04.14 of the Zoning By-Law – Design of All Off-Street Parking Facilities – technical changes. (Department of Planning and Community Development) A motion of Favorable Action was passed by a Two-Thirds Vote.

ARTICLE SIXTEEN

Legislation Banning Texting While Driving in Brookline. (Petition of Lee L. Selwyn) A motion of Favorable Action was passed by a Counted Vote of 164 In Favor and 1 Opposed.

ARTICLE SEVENTEEN

Resolution Concerning the Commemoration of Martin Luther King, Jr. Day (Petition of Mariela Ames) A Resolution urging the Board of Selectmen to establish an annual town-wide commemoration of Martin Luther King, Jr. Day and establishing a racially and ethnically diverse Martin Luther King Day Celebration Committee was passed by a Unanimous Vote.

ARTICLE EIGHTEEN

Resolution Regarding the Regional Bicycle Sharing Network. (Board of Selectmen) A Resolution to establish a committee to examine the suitability of a bicycle sharing program for Brookline and determine the mechanism by which Brookline could join in the regional bicycle sharing program and to make recommendations for possible legislation to accomplish the same was passed by a Unanimous Vote.

ARTICLE NINETEEN

Resolution to Protect Birds. (Petition of Bruce Wolff) A Resolution to protect birds by supporting the use of bird safe building designs and encouraging building owners to reduce lighting during the Spring and Fall migratory bird seasons was passed by a Unanimous Vote.

ARTICLE TWENTY

Rename the Larz Anderson Skating Rink as the “Jack Kirrane Ice Skating Rink at Larz Anderson Park”. (Park and Recreation Commission) A motion of Favorable Action was passed by a Unanimous Vote.

ARTICLE TWENTY-ONE

Vote to Authorize the Selectmen to Relocate a Sewer and Surface Water Drain Easement in Land of Glenland Road, LLC. (Department of Public Works) A motion of Favorable Action was passed by a Counted Vote of 170 In Favor and 1 Opposed.

ARTICLE TWENTY-TWO

Reports of Town Officers and Committees. (Selectmen) Reports by the Audit Committee and the Camera Review Committee were presented to Town Meeting.

Summary of Actions Taken Special Town Meeting May 25, 2010

ARTICLE ONE

Appropriation of Funds for the Heath School Addition Project. (Selectmen) A motion of Favorable Action was passed by a Counted Vote of 208 In Favor and 4 Opposed.

Summary of Actions Taken Special Town Meeting November 16, 2010

ARTICLE ONE

Approval of unpaid bills. (Selectmen) A motion of Favorable Action to pay unpaid bills from a prior fiscal year from the Department of Public Works Department was passed by a Unanimous Vote.

ARTICLE TWO

Approval of collective bargaining agreements. (Human Resources Director) A motion of No Action was passed by a Unanimous Vote.

ARTICLE THREE

FY2011 Budget Amendments. (Selectmen) A motion of Favorable Action to amend several FY2011 line items and appropriate \$530,000 for the expansion of classroom capacity in various schools was passed by a Unanimous Vote.

ARTICLE FOUR

Legislation Amending Chapter 270 of the Acts of 1985, as Amended by Chapter 322 of the Acts of 1990 and Chapter 427 of the Acts of 1991 – Town Administrator Act. (Committee on Town Organization and Structure) A motion of Favorable Action was passed by a Majority Vote.

ARTICLE FIVE

Amendment to Section 3.12 of the Town's By-Laws – Board of Selectmen, General Authority – designation as police and fire commissioners. (Committee on Town Organization and Structure) A motion of Favorable Action was passed, as amended, by a Counted Vote of 192 In Favor and 4 Opposed.

ARTICLE SIX

Amendments to the Zoning By-Law – to ensure consistency with the Brookline Comprehensive Plan 2005-2015. (Petition of Jane Cheney Gilman) A motion of Favorable Action was passed by a Unanimous Vote.

ARTICLE SEVEN

Amendment to Section 4.09 of the Zoning By-Law – Wireless Telecommunications Services – require Planning Board approval of Distribute Antenna Systems (DAS) on public utility poles. (Department of Planning and Community Development) A motion of Favorable Action was passed by a Unanimous Vote.

ARTICLE EIGHT

Amendment to Section 7.00.1.c of the Zoning By-Law – Signs – allow for projecting signs. (Planning Board) A motion of Favorable Action was passed by a Counted Vote of 192 In Favor and 10 Opposed.

ARTICLE NINE

Amendment to the Zoning By-Law – Zoning Map – adds a new Special District to allow ground-mounted solar panels to be located at the Singletree Hill Reservoir. (Department of Planning and Community Development) A motion of Favorable Action was passed by a Counted Vote of 196 In Favor and 6 Opposed.

ARTICLE TEN

Amendments to the Zoning By-Law – new residential parking requirements. (Petition of Linda Olson Pehlke) A motion to refer the subject matter under Article 10 to a Moderator's Committee was passed, as amended, by a Counted Vote of 185 In Favor and 4 Opposed.

ARTICLE ELEVEN

Amendment to Section 2.5.2 of the Town's By-Laws – Combined Reports – require roll call votes. (Petition of Thomas J. Vitolo) A motion of Favorable Action was defeated by a Recorded Ballot Vote of 79 In Favor, 116 Opposed and 3 Abstentions.

ARTICLE TWELVE

Amendment to the Town By-Laws – establish a new Article 7.12 – Prohibition on Transporting Children or Babies by Bicycle. (Petition of Seymour Ziskend) A Resolution urging the Board of Selectmen to call upon the Town's Legislators to review and make recommendations to state laws regulating bicycle operation, safety and equipment was Defeated by a Majority Vote.

ARTICLE THIRTEEN

Amendment to Section 8.27 of the Town's By-Laws – Wetlands Protection By-Law – inclusion of "isolated land subject to flooding" (ISLF). (Conservation Commission) A motion of Favorable Action was passed by a Unanimous Vote.

ARTICLE FOURTEEN

Legislation Authorizing Certain Local Voting Rights for Permanent Legal Residents Residing in Brookline. (Petition of Rebecca Stone) A motion of Favorable Action authorizing the Board of Selectmen to file a petition in the General Court granting certain local voting rights for permanent legal resident aliens residing in the Town of Brookline was passed by a Majority Vote.

ARTICLE FIFTEEN

Legislation Amending Chapter 51 of the Acts of 2010 – Taxi Medallions – technical correction. (Board of Selectmen) A motion of Favorable Action authorizing the Board of Selectmen to file a petition in the General Court making certain corrections to the Town's Taxi Medallion Special Act was passed by a Unanimous Vote.

ARTICLE SIXTEEN

Dedicate the land known as Fisher Hill Reservoir Park for park purposes under the provisions of Massachusetts General Laws, Chapter 45, Section 14 – required for a State grant under the Land and Water Conservation Fund Act. (Park and Recreation Commission) A motion of Favorable Action to appropriate an additional \$500,000, through borrowing, to acquire land and effect park development at Fisher Hill Reservoir Park was passed by a Unanimous Vote.

ARTICLE SEVENTEEN

Amendment to correct an error in the language of Town Meeting's vote taken on November 18, 2009, under Article No. 9 (purchase of State-owned Fisher Hill Reservoir). (Selectmen) A motion of Favorable Action to correct language of the previous vote to authorize the Board of Selectmen to purchase and take title to the State-owned Fisher Hill Reservoir was passed by a Unanimous Vote.

ARTICLE EIGHTEEN

Vote to Accept a Grant of a Surface Water Drain Easement from the MBTA – a portion of land at or near Station Street and Pearl Street. (Commissioner of Public Works) A motion of No Action was passed by a Unanimous Vote.

ARTICLE NINETEEN

Resolution to Change the Scheduling of Town Meetings. (Petition of Rebecca Plaut Mautner, A. Joseph Ross and Andrew Fischer) A Resolution urging the Board of Selectmen and the Moderator to schedule the 2011 Annual Town Meeting, so that it will be held on two non-consecutive evenings per week, was passed by a Counted Vote of 88 In Favor and 86 Opposed.

ARTICLE TWENTY

Resolution Concerning "Right on Red" standards. (Petition of Fred Lebow) A Resolution urging the Transportation Board to adopt standards for "right turn on red" was passed as substituted by a Counted Vote of 168 In Favor and 2 Opposed.

ARTICLE TWENTY-ONE

Resolution Concerning a Ban on the Sale of or Public Serving of Veal to the Public within the Town of Brookline. (Petition of Rachel A. Baras) A Resolution urging all food purveyors to immediately suspend sale and/or serving of crated veal products with the Town was passed by a Counted Vote of 163 In Favor and 3 Opposed.

ARTICLE TWENTY-TWO

Reports of Town Officers and Committees. (Selectmen) Reports were presented from the Selectmen's Climate Action Committee and the Moderator's Committee on Waste Disposal.

2010 Town Meeting Member Attendance							
Precinct	Name	Eligible	Attended	Precinct	Name	Eligible	Attended
15	Alexanderian, Edwin	6	5	AL	DeWitt, Betsy	6	6
05	Allen, Richard E.	6	6	05	DeWitt, Dennis J.	6	6
16	Allen, Robert L.	6	6	11	Ditkoff, Joseph M.	6	6
15	Ames, Mariela	6	6	15	Dow, Joseph Sheffield	1	0
06	Anderson, Catherine C.	6	4	01	Downes, Sherrell B.	6	6
15	Andreadis, Anthony T.	6	6	11	Dryfoos, Paul R.	6	4
04	Axelrod, Sarah T.	6	6	07	Ellis, Susan P.	6	5
11	Bain, Dixon	6	6	05	Elwertowski, Thomas C.	1	1
07	Ball, Ellen B.	6	3	04	Farlow, Frank W.	6	6
16	Basile, Beverly A.	6	6	04	Farlow, Martha A.	6	6
15	Basile, Robert W.	6	6	09	Feinman, Marvin A.	6	6
06	Bassett, John	6	5	08	Feinstein, Steven P.	6	4
01	Beane, Linda R.	6	5	13	Fine, Jonathan S.	6	6
13	Benka, Carla Wyman	6	6	13	Fischer, Andrew	6	6
AL	Benka, Richard (Dick)	6	6	14	Fishman, Gill	6	6
16	Berger, Eileen Connell	6	2	15	Flanagan, Jane	6	4
16	Berger, Michael	6	2	01	Franco, Benjamin J.	6	4
09	Birnbaum, Benjamin	6	3	01	Frank, Ellen T.	1	0
13	Blood, Roger F.	6	6	16	Frawley, Regina M.	6	5
03	Bohrs, Harry K.	6	6	13	Freeman, John W.	6	6
04	Brickman, Edith R.	6	6	08	French, Maya L.	5	5
13	Brooks, Deborah G.	6	6	08	Friedman, Franklin D.	6	6
12	Brown, Catherine P.	4	4	14	Friedman, Harry K.	6	6
14	Bunnell, Craig A	6	0	16	Friedman, James E.	6	6
12	Burstein, Michael A.	6	6	14	Friedman, Paula K.	6	6
05	Cady, Blake	5	2	AL	Gadsby, Edward (Sandy)	6	6
14	Carlisle, Linda K.	5	5	10	Gaehde, Stephan A.	6	3
08	Caro, Carol B.	6	6	16	Gallitano, Thomas J.	6	6
08	Caro, Francis G.	6	6	03	Geist, Kathe Sternbach	6	6
01	Cavell, Cathleen C.	6	6	09	Geller, Joseph T.	6	6
13	Chanyasulkit, Chris	6	6	15	Geller, Marvin N.	6	6
10	Chertok, Sumner J.	6	5	04	Gerdts, Nadine	6	4
16	Chessman, Daniel	6	6	07	Giller, Phyllis D.	6	5
05	Childs, Elizabeth	5	5	03	Gilman, Jane C.	6	6
02	Chin, Kenneth W.	6	4	16	Gladstone, Scott C.	6	6
04	Cirincione, Peter	5	2	10	Glassoff, Eric Charles	6	2
15	Coehlo, Paula Jo	6	6	08	Golden, Jack	6	5
12	Cohen, Bruce B.	6	5	08	Goldstein, David-Marc	6	6
07	Cohen, Susan F.	6	6	07	Goldstein, Elizabeth (Betty)	6	6
03	Connors, Patricia	6	5	AL	Goldstein, Kenneth M.	6	6
06	Conquest III, Arthur Wellington	6	6	14	Goodman, Caryl I.	6	6
01	Cook, Ernest	6	3	01	Gordon, Neil R.	6	6
12	Cooke-Childs, Lee	6	6	12	Grand, Jonathan H.	6	6
04	Cooper, Ingrid E.	6	5	07	Gray, Mark A.	6	5
12	Cotney, David James	1	1	07	Greene, Bernard W.	6	6
10	Coughlin, William J.	1	0	12	Greenfield, Stefanie A.	6	6
01	Covert, Anne S.	6	4	14	Gregson, Annette	6	5
02	Daisy, Stephen R.	6	0	05	Gross, Betsy Shure	6	6
AL	Daly, Nancy A.	6	6	15	Guzelian, Nancy Diane	6	5
05	Daves, Robert S.	6	6	15	Hall, John L.	6	5
10	Davis, Jonathan H.	6	4	05	Hamlin, David	6	6
10	Davis, Linda M.	6	6	07	Hardebeck, Kelly A.	6	6
11	de Fougères, Paula	6	4	04	Harrington, Kevin	6	5
03	Dewart, Mary D.	6	6	05	Harrington, Philip	6	6
03	Dewart, Murray	6	6	05	Harris, Mary J.	6	3

Precinct	Name	Eligible	Attended	Precinct	Name	Eligible	Attended
09	Harris, Paul	2	2	01	Miller, Barry A.	2	2
12	Hatchett, Casey	6	6	14	Mittel, Shaari S.	6	6
08	Heller, Nancy S.	6	6	09	Moore, Bruce	4	3
10	Henry, Wendy	6	3	11	Moran, Maryellen	6	2
01	Herman, Helen Y.	6	3	02	Morrissey, Robert	6	4
01	Hillman, Carol B.	6	5	01	Morse, Stephen R.	4	3
11	Hinds, Isabella	6	1	15	Mueller, Karen Weltchek	6	5
11	Homer, Joanne P.	6	6	04	Mulhane, John T.	6	6
13	Hoy, Francis Charlton	6	5	15	Nangle, Richard	6	4
12	Hummel, Amy	5	5	04	Nobrega, Mariah C.	6	5
06	Humphrey, Systke V.	6	6	12	Oates, Michael F.	6	6
08	Johnson, Anita L.	6	5	02	O'Brien, Barbara A.	6	6
01	Johnson, Emily Winn	6	6	06	O'Donnell, Kerry	6	5
14	Johnson, Georgia M.	6	5	05	O'Leary, Phyllis R.	6	5
16	Jonas, Alisa G.	6	6	05	Olins, Andrew M.	6	6
10	Jones, Beth S.	5	3	04	O'Neal, Sr., Donelle S.	6	5
03	Jones, Gary D.	6	5	02	Pehlke, Linda Olson	6	6
09	Jozwicki, Barr A.	6	5	09	Powell, William B.	6	6
09	Jozwicki, Joyce	6	6	06	Pratt-Otto, Stephen G.	6	4
16	Jurich, Joseph G.	6	4	09	Rabinovitz, Stanley N.	6	5
02	Kahl, Christopher A.	6	5	09	Radlo, Shirley	6	4
15	Kahn, Janice S.	6	6	08	Ravitz, Randall Evan	6	5
06	Kane, Brian	6	6	12	Reed, Thomas A.	6	6
13	Kaplan, Ruth L.	6	5	06	Richmond, Clinton Q.	5	5
07	Katz, Estelle	6	5	02	Richmond, Edward L.	6	6
09	Katz, Pamela C.	6	6	04	Robinson, Joseph E.	6	5
07	Katz, Pauline Ponnie	6	5	06	Roffman, Ian D.	6	5
12	Klafter, David B.	6	6	08	Roll, Evelyn Ayash	6	5
11	Knable, Bobbie M.	6	6	09	Rosenstein, Harriet	6	4
10	Koch, Christopher A.	6	2	09	Rosenthal, Martin R.	6	6
03	Koff, Laurence Kragen	6	5	12	Ross, A. Joseph	6	6
16	Koocher, Gerald P.	6	6	15	Rourke Jr., James C.	6	4
09	Lang, Kevin E.	6	5	15	Rudman, Deborah D.	6	5
06	LaPlante, Virginia W.	6	6	07	Sable, Sloan K.	6	6
11	Lawson, William	6	6	15	Sadeghi-Nejad, Ab	6	5
14	Levitan, Fred	1	1	16	Safer, Joshua D.	6	6
02	Lianides-Chin, Barbara A.	6	4	10	Salkin, Lori D.	6	6
03	Liautaud, Joanne	6	6	13	Saner, Paul A.	6	4
11	Lindquist, Gwen Pritchard	1	1	03	Scanlon, Kathleen M.	6	6
14	Lipson, Roger R.	6	6	06	Schectman, Amy N.	6	4
02	Liss, Lisa E.	6	6	01	Schram, Robert L.	6	6
14	Lodish, Pamela C.	6	6	08	Scotto, Barbara C.	6	6
13	Lohe, Werner	6	6	13	Selwyn, Lee L.	6	6
11	Lowe, David J.	5	5	13	Senecal, Barbara M.	6	6
11	MacDonald, Bradley A.	6	6	08	Senturia, Margaret (Peg)	6	5
07	Margolis, Jonathan J.	6	6	03	Shapiro, Gregg David	6	4
03	Martin, Lois J.	4	4	11	Shield, Joel D.	6	6
02	Mason, Judith E.	6	6	07	Shon-Baker, Rita S.	6	6
05	Mattison, Hugh	6	6	01	Silbaugh, Kate	5	5
11	Mautner, Rebecca Plaut	5	5	09	Simansky, Harold Mark	1	1
04	McCarrell, Sharon L.	6	6	10	Skagestad, Finn Peter	6	6
02	McNally, Rita K.	6	6	12	Sklaver, Ian	2	2
05	Meiklejohn, D. Randolph	6	6	07	Slayton, James M.	5	5
AL	Mermell, Jesse R.	6	6	12	Slotnick, William E.	6	5
14	Merrill, Cameron S.	6	5	06	Smith, Kim N.	6	6
14	Merrill, Chou Chou	6	6	04	Smith, Virginia A.	6	6
14	Merrill, Michael W.	6	5	AL	Smizik, Hon. Frank Israel	6	4
12	Meyers, Judy	6	6	16	Sneider, Arthur	6	6

Precinct	Name	Eligible	Attended
06	Sneider, Ruthann	6	4
06	Sperber, Edith W.	1	1
06	Sperber, Robert I.	6	6
02	Spiegel, Diana Lees	6	6
08	Spiegel, Samuel	6	6
02	Spiegel, Stanley L.	6	6
10	Spingarn, Alexandra (Sandy)	6	4
16	Stavis-Zak, Joyce E.	6	6
03	Steinfeld, Frank R.	6	6
10	Stern, Benjamin	6	4
08	Stock, Sara	6	0
03	Stone, Rebecca E.	6	6
03	Stringham, Jean	2	2
09	Swartz, Charles	6	3
10	Sydney, Ronny M.	6	6
04	Taylor, Melinda A.	1	1
09	Ticotsky, Charles Ivan	5	5
11	Tolkoff, Josh	6	5
03	Trachtenberg, Myra R.	6	6
10	Traister, Michael S.	6	5
04	Trietsch, David M.	6	3
14	Union, Lauri E.	6	3
13	VanScoyoc, John R.	6	5
01	Vitolo, Thomas John	6	6
05	von Krusenstiern, Lenore K.	6	6
AL	Ward, Patrick J.	6	6
13	Warner, Donald A.	6	6
06	Warren, Henry B.	6	5
12	Weitzman, Donald C.	6	6
11	Wenc, Karen	6	5
02	White, Eunice	6	6
05	Wishinsky, Neil A.	6	6
02	Wolff, Bruce	6	6
01	Zabak, Steve S.	6	6
07	Ziskend, Alan	1	1
07	Ziskend, Seymour A.	6	6
10	Zuker, Molly Gross	6	1

RESOLUTIONS PASSED IN 2010

1. A Resolution on Martin Luther King Jr. Day.

WHEREAS In years past the Martin Luther King, Jr. Day celebrations were organized by different groups who were aware of the significance of Dr. King's message of racial equality and social justice for all Brookline residents. Among those groups were the Brookline Human Relations-Youth Resources Commission and the Dr. Martin Luther King, Jr. Community Celebration Committee; and

WHEREAS This year, 2010, there was no official Town-wide commemoration; and

WHEREAS The Martin Luther King, Jr. Day celebration should go beyond a passive remembrance of his legacy by acknowledging that Dr. King's message and dream are still alive today. The celebration should demonstrate the efforts to realize his goals that continue in Brookline; further, the celebration should show that Brookline values the individual and social responsibility that it takes to move forward in terms of equality for all who pass through and are part of this town; and that Brookline embraces racial, ethnic, religious, sexual orientation and gender diversity; and

WHEREAS We should honor Dr. King for his work toward racial equality and economic justice for all people, for his commitment to nonviolence, and for his stand against war and militarism; and

WHEREAS We should be inspired by the following statement of Dr. King: "An individual has not started living fully until he can rise above the narrow confines of his individualistic concerns to the broader concerns of all humanity...Our lives begin to end the day we become silent about things that matter...Life's most persistent and urgent question is: What are you doing for others?"; and

WHEREAS An annual Martin Luther King, Jr. Day celebration will create an opportunity for all Brookline residents to join together in the spirit of Dr. King's legacy to help shape and improve the Town through community service and a commitment to social and racial justice;

THEREFORE BE IT RESOLVED Town Meeting urges the Board of Selectmen to:

1. Establish an annual town-wide commemoration of Martin Luther King, Jr. Day with event(s) to be held preferably on the third Sunday or Monday of January each year; and

2. Establish a racially and ethnically diverse Martin Luther King Day Celebration Committee including representatives from all segments of the community such as schools, non-profit organizations, and businesses

- to establish guidelines for the celebration and to plan the annual celebration on a continuing basis

- to advise the Board of Selectmen and Human Relations-Youth Resources Commission with any recommendations on goals to further the Town's commitment to diversity, inclusion, and opportunity including making people from all racial, ethnic, religious and other backgrounds welcome, and providing equal opportunity for all.

- to establish a process to identify and recognize as part of the celebration individuals or organizations that have made outstanding contributions to the town's efforts to achieve diversity and who have otherwise furthered the legacy of Dr. King

3. Examine ways to understand the extent to which Brookline has made progress toward realizing the vision of Dr. King by preparing and making available to the public, an annual report based on, but not necessarily limited by, the Town's diversity reports and data collected on its departments, any appropriate reports the School Department may have on the diversity, inclusion and achievements of its employees or students, and any other reports showing compliance with applicable equal opportunity laws and laws prohibiting discrimination.

4. Assist the MLK Day Celebration Committee in identifying and obtaining funding and other resources from public and private sources to support the celebration. The committee, in carrying

out its responsibilities, will concern itself with the resources needed for the celebration including the use of Town facilities, sources and uses of funding, other forms of logistical support, and publicity for the event(s).

2. A Resolution on a Regional Bike Sharing Network.

WHEREAS: Brookline is an urban and suburban community with limited space to park and drive cars; and

WHEREAS: Through resolutions and planning, Brookline residents have demonstrated a serious commitment to creating opportunities to diminish our communal carbon footprint; and

WHEREAS: Brookline encourages its residents to walk, bike, or ride the MBTA in order to minimize space devoted to cars; and

WHEREAS: Because of a lack of opportunity for exercise in our regular routines, our society suffers from increasing obesity and the associated medical conditions; and

WHEREAS: Riding a bicycle is a useful form of exercise that can offset some of our sedentary ills and should be encouraged where feasible; and

WHEREAS: Brookline has begun to make bicycle riding more accessible to residents through dedicated bicycle lanes; and

WHEREAS: Every person who chooses to bicycle rather than drive reduces congestion on the roadways for everyone, including drivers; and

WHEREAS: Other cities in Europe and North America have established bicycle sharing programs which run well and increase use of bicycles as a mode of transport; and

WHEREAS: The Metropolitan Area Planning Council has arranged a concession with the non-profit company that operates the successful Montreal bicycle sharing program so that a metropolitan bicycle sharing program can be established here;

NOW, THEREFORE BE IT RESOLVED that the Town Meeting urges that the Selectmen:

A. establish a committee tasked to examine the suitability of a bicycle sharing program for Brookline and determine the mechanism by which Brookline could join in the regional bicycle sharing program; and

B. prepare for review by Town Meeting a report with recommendations on the desirability of establishing a program and possible legislation as may be necessary to participate in the regional bicycle sharing program;

3. A Resolution on Birds.

WHEREAS, it is estimated that a typical skyscraper kills between 200 and 1,000 birds per year from collisions;

WHEREAS, it is estimated that a typical non-skyscraper building kills between 1 and 10 birds per year from collisions;

WHEREAS, many cities have recognized the importance in protecting birds by adopting and/or following design guidelines that reduce collisions;

WHEREAS, migratory birds are keenly susceptible to the risks posed by buildings in their path of flight because they are not familiar with an urban setting;

WHEREAS, we want to maintain birds in Brookline;

WHEREAS, we want to eliminate as many bird fatalities as possible;

WHEREAS, we can help to control the light at night that confuses birds;

WHEREAS, the purpose of this resolution is to save birds and to educate and inform architects, landscape designers, home and building owners as to the problem and to offer some direction to finding solutions to solve it;

NOW, THEREFORE, be it resolved that the Town of Brookline supports the protection of birds by encouraging contractors, designers, architects, home and building owners to use bird-safe building design techniques that create visual signals, minimize glare and reflections and other hazards in or around buildings in order to protect birds.

And be it further resolved that the town of Brookline encourages building owners and residents to adjust exterior lighting where possible to shine down or to dim all lighting between 11 p.m. and 5 a.m. during the Spring (late March to end of May) and Fall (Mid-August to Thanksgiving) migration bird seasons in order protect migrating birds.

4. A Resolution on the Schedule for Town Meeting.

WHEREAS Town Meeting has regularly met on Tuesday, Wednesday, and Thursday evenings until it has concluded its business; and

WHEREAS a number of Town Meeting members find this schedule inconvenient for various reasons; and

WHEREAS a number of Town Meeting members believe that a schedule of two meetings per week may facilitate greater deliberation and lead to participation by a broader range of Brookline citizens; and

WHEREAS a number of Town Meeting Members have urged a schedule of only two evenings per week; and

WHEREAS other Town Meeting Members prefer the current schedule and may not agree that there are advantages to a change in schedule,

NOW THEREFORE BE IT RESOLVED that Town Meeting intends, as an experiment, that the 2011 Annual Town Meeting be held on two non-consecutive evenings per week and asks the Selectmen and the Moderator to schedule accordingly.

5. A Resolution to Concerning Standards for Right Turn on Red (RTOR).

Resolved, that the Transportation Board adopt standards for determining when the benefits of prohibiting a right turn on red ("RTOR") outweigh the detrimental environmental consequences and traffic inefficiencies resulting from such a prohibition, conduct a study of all traffic intersections in the Town at which there is a traffic light and a sign or signs not permitting a RTOR, make a separate determination with respect to each such intersection as to whether the standards for prohibiting a RTOR have been met, and remove all such signs at intersections that do not meet such standards.

Further Resolved, that the actions in the foregoing resolution be substantially completed by the Fall 2011 Town Meeting and that the Transportation Board report to the Spring 2011 Town Meeting on the standards that it has adopted for determining when to prohibit a RTOR.

6. A Resolution concerning Crated Veal.

WHEREAS calves are particularly abused in order to enhance their appeal to consumers;

WHEREAS the American Veal Association has itself acknowledged this abuse by calling for the end of veal crate use by the industry by 2017;

WHEREAS Brookline Town Meeting has historically provided the platform for providing input into what foods can and cannot be served by local food purveyors;

WHEREAS few proprietors in Brookline sell or serve veal and hence there would be scant economic implications for local businesses;

WHEREAS it is important for Brookline residents to become aware of the unusual cruelty associated with raising crated calves intended for human consumption;

Now, therefore, be it hereby Resolved that all food purveyors be requested to immediately suspend the sale and/or serving of crated veal products to the public within the Town of Brookline.

**SUMMARY OF RESOLUTIONS ADOPTED BY TOWN MEETING
REQUIRING ACTION BY THE SELECTMEN OR DEPARTMENTS**

TOWN MTG.	ART #	RESOLUTION SUMMARY	ACTIONS TAKEN
May '01 Annual	20	Calls on the Great and General Court to support statewide legislation banning the use of cellular telephones while operating a motor vehicle.	The Resolution was sent to the Court, Governor, Attorney General, Executive Office of Public Safety, Boards of Selectmen, and Mayors.
May '01 Annual	23	Supports the abolition of the death penalty and the passage of the Innocence Protection Act.	The Resolution was sent to death penalty abolition leaders, the Governor, the Town's legislative delegation, and President of the U.S.
Nov. '01 Special	16	Calls on the General Court to adopt legislation requiring all school buses to be fitted with three-point lap and shoulder restraints by July, 2003. Also, calls upon the Town's representatives in such matters to research and arrange compliance.	Copies of the Resolution were sent to each member of Brookline's legislative delegation asking that it be brought to the attention of the Ways and Means Committee and other appropriate legislative bodies and officials.
May '02 Annual	13	Calls on the Town's Zoning By-Law Commission to conduct an investigation into "Mansionization".	Referred to the Zoning By-Law Commission for Review.
Nov. '02 Special	1	Supports the opposition of any U.S. attack on Iraq and requests that the Board of Selectmen transmit this resolution to our congressional delegation.	Copies of the resolution were sent to the Town's legislative delegation and Federal representatives.
May '03 Annual	17	Seeks the revocation and elimination of provisions of the USA PATRIOT Act, the Homeland Security Act, and other Executive Orders that are deemed to diminish civil liberties.	Resolution was posted in public places and sent to the Norfolk County D.A., State Police, Town's legislative delegation, State Attorney General, Governor, local U.S. Attorney, the U.S. Attorney General, and President of the U.S.
May '05 Annual	25	Calls for children's welfare organizations to be informed and for Town groups to explore raising awareness about corporal punishment of children.	The resolution was widely publicized.
Nov. '05 Special	29	Supports the construction and implementation of a plan to withdraw troops from Iraq.	Copies of the resolution were sent to the Town's legislative delegation and Federal representatives.
May '06 Annual	30	Supports the improvement of the Gateway East Area.	The Town continues to support the Village Square Project (formerly called Gateway East). Design plans are currently underway.
Nov. '06 Special	26	Reaffirms the Town's commitment as a Sanctuary Town, endorses the platform of the Keep Our Families Together Campaign, calls upon the U.S. Department of Homeland Security and U.S. Immigration and Customs Enforcement to issue a moratorium on immigration raids until Congress comes to an agreement on comprehensive immigration reform and urges the U.S. Senate to defeat HR 4437 and urges the President to veto any such legislation.	A copy of this resolution was sent to the Massachusetts Congressional delegation and to the President of the U.S.
Nov. '06 Special	28	Urges that at least 50% of Town committee meetings should be held in the evening.	Notification of the resolution was sent to all Boards and Commissions.
Nov. '07 Special	22	Urges support for Support Tax Exemptions and Incentives Legislation for Certain Property Owners Using Wind and Solar Power.	Copies of the Resolution were sent to each member of Brookline's legislative delegation.
Nov. '07 Special	23	Support Statewide Legislation to Encourage the Purchase of Fuel-Efficient Vehicles.	Representative Frank Smizik filed legislation at the state level.
May '08 Annual	30	Urges the Town and the unions to proceed with good faith negotiations for joining the Group Insurance Commission (GIC) and resolve further that future consideration of appropriations for labor agreements take into account the status of efforts to opt into the GIC.	The Town and the union Public Employee Committee reached an agreement to switch to the state Group Insurance Commission effective July 1, 2010.

TOWN MTG.	ART #	RESOLUTION SUMMARY	ACTIONS TAKEN
May '08 Annual	32	Calls on the Commonwealth of Massachusetts, the Federal Government, and Governments of the World to cap greenhouse gas emissions and reduce emissions by 20% by 2020 and 80% by 2050.	The resolution was widely publicized.
Nov. '08 Special	27	Urges the Selectmen to establish a unified snow removal enforcement/warning program, establish and maintain a credible, well-publicized, fair, and readily available program, to help residents who cannot clear their own abutting sidewalks; and review at a public hearing each November the various departments' plans for public education, enforcement, and assistance for residents who need help.	This resolution calls for a public hearing in November 2009.
Nov. '08 Special	28	Recognizes the efforts of the Parks Department and the Conservation Commission to control invasive species on public property and encourages the Town to continue to provide information to the public on invasive species and how to control those species on private property.	The Parks and Open Space Division's website includes an overview of invasive plants and a Plant Management Guide which will be updated with descriptions of several additional plant species. The Division also has a comprehensive management program for invasive and nuisance plants on Town-owned lands and all other open spaces.
May '09 Annual	16	Encourages food service establishments to provide when feasible calorie and other general nutritional information to consumers at point of sale.	The resolution was widely publicized.
May '09 Annual	23	Urges the Board of Selectmen to revise its citizen complaint procedures so that at least three selectmen must vote to grant a full appeal hearing for complaints of all classes and to reconsider three measures reviewed but not recommended by the Citizen Complaint Review Committee.	Effective July 28, 2009, the Board of Selectmen and Chief of Police adopted a revised complaint review and disciplinary procedure which included many of the recommendations urged in the Town Meeting resolution.
May '09 Annual	25	Urges the Board of Selectmen to immediately terminate the trial period and order the removal of the general police surveillance cameras funded by the Department of Homeland Security.	The Chief of Police offered a compromise plan, closing the cameras except for the hours of 10 PM to 6 AM, the time period of highest crime and minimal impact on citizens; the Selectman voted to adopt the compromise plan. This plan is in effect as of January 25, 2010.
May '09 Annual	27	Urges the Legislature to enact legislation that will lead to implementation of Massachusetts as a single payer health care program.	Through this resolution the Town expressed its support for the Massachusetts Health Care Trust Bill HB 2127.
May '09 Annual	28	Recognizes the tenth anniversary of the Brookline-Xi'an China Exchange Program.	Through this resolution, the Town of Brookline acknowledged the valued friendship between the people of Xi'an and the people of Brookline.
Nov. '09 Special	5	Asks the Board of Selectmen and other Town officials to work diligently with appropriate State officials in order that the reconstruction of the Carlton Street Footbridge includes suitable handicap-accessible features.	The Town has developed a preliminary plan for the Rehabilitation of the Carlton Street Footbridge that provides for universal access by appending compliant ramp structures to both sides of the footbridge, historically serviced only by stairs.
Nov. '09 Special	15	Encourages the Town to gradually increase the Selectmen's stipend and encourages the Advisory Committee to review the stipends and make recommendations for adjustments.	The Advisory Committee had a lengthy debate during the budget review of the Selectmen's budget and ultimately voted to level fund the Selectmen's stipends in the FY11 budget.

TOWN MTG.	ART #	RESOLUTION SUMMARY	ACTIONS TAKEN
Nov. '09 Special	16	Urges the Advisory Committee and Board of Selectmen to give serious consideration to the other funding and cost containment recommendations of the OPEB Task Force for managing and controlling the Town's retiree health care costs.	The FY12 Financial Plan increased funding from the General Fund from \$750K to \$1.25M, committed the reduction in the Non-Contributory Retirees appropriation to OPEB's, and fully assesses special revenue funds for the OPEB cost. In addition, the Town and unions agreed to enter the GIC, one of the cost containment recommendations. Lastly, the FY10-FY12 Financial Plans reduced FTE's, another cost containment recommendation.
Nov. '09 Special	17	Calls on the U. S. Conference of Mayors and President of the United States to commence negotiations for a verifiable treaty to eliminate nuclear weapons, and calls on the Selectman to send a message of support for these negotiations to the President of the United States, and to our members of Congress.	Through this resolution the Town expressed support for the work of President Obama and the over 3,000 mayors worldwide who have committed their cities to the effort to abolish nuclear weapons.
May '10 Annual	17	Urges the Selectmen to establish an annual town-wide commemoration of Martin Luther King, Jr. Day and to report annually on progress toward realizing the vision of Dr. King.	By all accounts the 2011 MLK celebration was a great success. The Town joined the Commonwealth Compact aimed at strengthening the Town's diversity efforts. The Human Resources Director presented the first annual Diversity report to the Board in March 2011.
May '10 Annual	18	Urges the Selectmen to establish a committee tasked to examine the suitability of a bicycle sharing program for Brookline.	Due to delays with the regional program, the Selectmen's Committee on Bicycle Sharing did not begin meeting until 2011.
May '10 Annual	19	Encourages the consideration of birds when designing building projects and when lighting buildings at night.	The Parks and Open Space Division web site contains links to resources promoting bird-safe building designs in support of this Resolution.
Nov. '10 Special	19	Intended to poll Town meeting on their preference for the current Town Meeting schedule or to hold Town Meeting on two non-consecutive evenings per week.	The schedule for the May, 2011 Town Meeting will be determined when the Moderator takes a motion to adjourn on the first night.
Nov. '10 Special	20	Asks the Transportation Board to adopt standards regarding a right turn on red and report their progress to Town Meeting as expeditiously as possible.	The Transportation Board plans to review a minimum of four locations at each of their monthly meetings until all intersections have been reviewed.
Nov. '10 Special	21	Requests the suspension of the sale and/or serving of veal products to the public within the Town of Brookline.	The resolution was widely publicized.

GENERAL GOVERNMENT

TOWN CLERK

Patrick Joseph Ward

On Tuesday, January 19, 2010 a Special State Election was held to fill a vacancy in the United States Senate. Polling places were open from 7:00 A.M. to 8:00 P.M. A total of 20,676 of the 34,359 eligible registered voters in the Town, or 60.2% participated in this election.

On Thursday, January 21, 2010, at 7:00 P.M., Town Meeting Members convened for the Special Town Meeting held at Brookline High School's Roberts-Dubbs Auditorium. The Special Town Meeting was dissolved on January 21, 2010 at 7:18 P.M. in order to complete the business of the two warrant articles. The significant action taken at the Special Town Meeting was the authorization of the Board of Selectmen to file a petition in the General Court to provide for an indemnity plan for out-of-area retirees and for those employees planning on out-of-area retirement.

On Tuesday, May 4, 2010 the Annual Town Election was held. Polling places were open from 7:00 A.M. to 8:00 P.M. A total of 3,548 of the 35,036 eligible registered voters in the Town, or 10.1% participated in this election.

On Tuesday, May 25, 2010, at 7:00 P.M., Town Meeting Members convened for the Annual Town Meeting held at Brookline High School's Roberts-Dubbs Auditorium. The Annual Meeting was adjourned to Wednesday, May 26, 2010 and dissolved on Thursday, May 27, 2010 at 9:20 P.M. in order to complete the business of the twenty-two warrant articles. Significant actions taken at the Annual Meeting included the approval of the FY2011 budget with total appropriated expenditures of \$193,373,364 for the Town of Brookline including, but not limited to, the following special appropriations:

- \$250,000 for enhancement to town-wide software and hardware;
- \$150,000 for the purchase of a fire rescue/special operations truck;
- \$50,000 for renovations to the Main Library front entrance;
- \$1,740,000 for the rehabilitation of streets;
- \$100,000 for traffic calming studies and improvements;
- \$262,000 for the rehabilitation of sidewalks;
- \$25,000 for bicycle access improvements;
- \$120,000 for pathway reconstruction;
- \$1,400,000 for replacement of the parking meter system;
- \$50,000 for streetlight replacement and repairs;
- \$35,000 for the replacement of the Newton Street Guardrail;
- \$250,000 for repairs to the Kennard House parking area and the Lincoln School wall;
- \$270,000 for the renovation of playground equipment, fields and fencing;
- \$130,000 for the rehabilitation of Town and School grounds;
- \$155,000 for the removal and replacement of trees;
- \$25,000 for school furniture upgrades;
- \$55,000 for removal of asbestos;
- \$55,000 for ADA renovations to Town and School buildings;
- \$100,000 for improvements to life safety systems and building security in Town and School facilities;
- \$100,000 for energy conservation projects in Town and School buildings;
- \$300,000 for roof repairs and replacements in Town and School facilities;
- \$100,000 for structural repairs to the surface of the Old Lincoln School;
- \$1,800,000 for remodeling, renovating and making extraordinary repairs to the garages located on the grounds of the Town Hall Complex; and
- \$200,000 for upgrades to the Walnut Hill Cemetery

Other actions taken at the Annual Meeting included:

- an increase in the amount of the Senior Work-off Abatement from \$750 to \$1,000;
- the creation of a new Article 5.9 of the General By-Laws establishing a Stretch Energy Code By-Law;
- the creation of a new Article 8.29 of the General By-Laws establishing a Nuisance Control By-Law;
- amendments to the General By-Laws eliminating various mailing requirements for certain documents by making them available on the Town's website and through email;
- amendments to the Zoning By-Laws reducing the allowed Floor Area Ratio (FAR) to 1.0, reducing the allowed height to 40 feet, and creating a G-1.0 (DP) Overlay district for 111 Boylston Street, 10-12 Kerrigan Place and the Town-owned land in between;
- an amendment to the Zoning By-Laws clarifying the interpretation of a previous amendment relative to the design of residential off-street parking;
- legislation authorizing the Board of Selectmen to file a petition with the General Court to ban telephone texting while driving in the Town of Brookline;
- a Resolution urging the Board of Selectmen to establish an annual Martin Luther King Day and to establish a racially and ethnically diverse Martin Luther King Day Celebration Committee;
- a Resolution urging the Board of Selectmen to examine the suitability of a bicycle sharing program for the Town of Brookline and to determine the mechanism by which the Town of Brookline could join in the regional bicycle sharing program;
- a Resolution urging the Board of Selectmen to protect birds by supporting the use of bird-safe building designs and encouraging building owners to reduce lighting during the Spring and Fall migratory bird seasons;
- approval of the naming of the Larz Anderson Skating Rink as the "Jack Kirrane Ice Skating Rink at Larz Anderson Park"; and
- an authorization to allow the Board of Selectmen to relocate a sewer and surface water drain easement located on Hammond Pond Parkway and Glenland Road;

At the Annual Town Meeting Town Clerk Patrick Joseph Ward asked for a moment of silence after reading the roll call of Town Meeting Members who died since the last Annual Meeting:

HONOR ROLL

Owen M. Carle
1955 - 1971

Mryna Kahn
1982 - 1994

Joseph Sheffield Dow
1992-1994; 1999-2002; 2007-2009

Arnold Porter
1988 - 1994

Joan Hertzmark
1971-2004

Samuel E. Shaw II
1971 – 1979; 1981 - 1985

On Tuesday, May 25, 2010, at 7:30 P.M., Town Meeting Members convened for a Special Town Meeting held at Brookline High School's Roberts-Dubbs Auditorium. The Special Meeting was dissolved on Tuesday, May 25, 2010 at 7:56 P.M. in order to complete the business of the one article Warrant. The significant action taken at the Special Meeting was the appropriation of \$300,000 for a feasibility study and schematic design to understand the extent of facility and programming deficiencies at the Heath School.

On Tuesday, September 14, 2010 the State Primary was held. Polling places were open from 7:00 A.M. to 8:00 P.M. A total of 6,476 of the 42,571 eligible registered voters in the Town, or 15.2% participated in this primary.

On Tuesday, November 2, 2010 the State Election was held. Polling places were open from 7:00 A.M. to 8:00 P.M. A total of 20,556 of the 41,067 eligible registered voters in the Town, or 50.1% participated in this election.

On Tuesday, November 16, 2010, at 7:00 P.M., Town Meeting Members convened for a Special Town Meeting held at Brookline High School's Roberts-Dubbs Auditorium. The Special Meeting was adjourned to Wednesday, November 17, 2010 and dissolved at 10:25 P.M. in order to complete the business of the twenty-two article Warrant. Significant actions taken at the Special Meeting included:

- the appropriation of \$530,000 for the expansion of classroom capacity in various schools;
- legislation authorizing the Board of Selectmen to file a petition in the General Court expanding the authority of the Town Administrator;
- an amendment to the General By-Laws making the Board of Selectmen Police Commissioners and Fire Commissioners;
- an amendment to the Zoning By-Laws adding a requirement for Planning Board approval of cellular Distributed Antenna Systems (DAS) mounted on public utility poles;
- an amendment to the Zoning By-Laws allowing the Planning Board to approve projecting signs made of substantial materials, such as wood, glass, or a composite material, in addition to the currently allowed fabric banner signs;
- amendments to the Zoning By-Laws and Zoning Map creating a Renewable Energy Overlay District (SOL) to allow large-scale ground-based solar panels on the Town-owned Singletree Hill Reservoir;
- a referral to a Moderator's Committee, for further study and recommendation, of a citizen's petition that would significantly reduce the amount of parking required for new residential construction;
- an amendment to the General By-Laws correcting an omission to Article 8.27 – The Wetlands Protection By-Law;
- legislation authorizing the Board of Selectmen to file a petition in the General Court to authorize certain local voting rights for permanent legal resident aliens in the Town of Brookline;
- an appropriation of an additional \$500,000 to acquire land and effect park development at Fisher Hill Reservoir Park;
- an amendment to correct language of a vote taken under Article 9, at the November 18, 2009 Special Town Meeting, to authorize the Board of Selectmen to purchase and take title to the State-owned Fisher Hill Reservoir;
- a Resolution requesting the Transportation Board to adopt standards for the use of "No Turn on Red" signage at intersections and re-evaluate intersections presently designated as such, with the intention of eliminating these restrictions wherever prudent; and
- a Resolution requesting all food purveyors to immediately suspend the sale and/or serving of crated veal products to the public within the Town of Brookline.

The Office of the Town Clerk recorded 640 births in the Town for 2010, pending final returns from the City of Boston, a decrease of 32 births from the previous year. The office also recorded 458 deaths, pending final results from the City of Boston, an increase of 51 deaths from the previous year. There were 419 marriage intentions filed and 408 marriages recorded, a decrease of 28 marriage intentions and 25 marriages from the previous year. The office processed 501 applications for U.S. passports, an increase of 358 from the previous year. The office posted 1,552 public meeting notices, in accordance with the Open Meeting Law, an increase of 11 from the previous year.

Total revenues collected by the Office of the Town Clerk were \$162,449.06 in 2010, an increase of \$5,447.94 from 2009 revenues.

2010 Revenues

Conservation Licenses	\$ 82.05
Gasoline Permits	3,000.00
Marriage Licenses	16,120.00
Dog Licenses	46,236.00
Board of Appeals	23,450.00
Certified Copies	38,385.00
Business Certificates	17,455.00
Civil Fines	4,930.00
Passports	9,650.00
Miscellaneous	3,141.01

Conservation Licenses

Fish and Game Licenses Issued	\$ 4,386.80
Fees Paid to the Commonwealth of Massachusetts	4,306.75
Fees Paid to the Treasurer	82.05

REGISTRARS OF VOTERS



(l-r) Andrew J. McIlwraith, Victoria M. Whitney,
Assistant Town Clerk Linda G. Golburgh & Town Clerk Patrick Joseph Ward

The Board of Registrars of Voters is a four member board whose responsibilities include registering voters, making a local listing of residents, certifying nomination papers and petitions, processing absentee voter applications and administering elections and any necessary recounts. The Town Clerk serves as an Ex Officio member of the Board of Registrars of Voters. The Democratic Registrars are Town Clerk Patrick Joseph Ward and Assistant Town Clerk Linda G. Golburgh, who serves as Chair. The Republican Registrars are Andrew J. McIlwraith and Victoria M. Whitney. In 2010 the Board of Registrars of Voters administered and supervised the January 19, 2010 Special State Election, the May 4, 2010 Annual Town Election, the September 14, 2010 State Primary and the November 2, 2010 State Election. The Board of Registrars of Voters recorded 3,439 new active registered voters, processed 5,548 inactive registered voters and amended 17,391 affidavits of voter registration for changes of party and address, including deletes. The Board also processed 4,184 absentee ballot applications for 2010. The Board of Registrars of Voters published the 2010 Street List of Persons Seventeen Years of Age and Older and established a total population of 51,413, of which 29,281 were active registered voters and 6,253 were inactive registered voters.

Political Parties and Designations

Total Active Registered Voters	35,534
Democrat *	17,519
Green-Rainbow	36
Republican *	2,495
Unenrolled	15,377
American Independent	14
Constitution Party	1
Green Party USA	9
Libertarian*	80
Socialist	3

*Recognized Political Party

TOWN COUNSEL

Jennifer Dopazo Gilbert

Town Counsel, Jennifer Dopazo Gilbert, along with Associates Town Counsel, Joslin Ham Murphy, John Buchheit, and Patricia Correa, represent the interests of the Town in a multitude of complex and diverse legal issues, such as: the defense of actions alleging civil rights violations, discrimination, breach of contract, special education appeals, worker's compensation claims, employment disciplinary appeals, personal injury and/or property damage cases and claims, zoning appeals and tax assessment appeals. This office also pursues actions against tax-delinquent properties by filing tax foreclosure proceedings at the Land Court as well as filing Proofs of Claims at the Bankruptcy Court so that any outstanding debts owed to the Town is protected. The attorneys issue legal opinions to Department Heads, Town officials and employees on a daily basis, thereby providing support services for the Town's operating departments in matters such as contract drafting, personnel matters, public records requests, and subpoenas. They provide legal representation for Town departments, boards and commissions, and represent employees in claims arising from their employment. Town Counsel is also involved with the Town's legislative functions by offering assistance to Town departments and citizens in the preparation of warrant articles for Special and Annual Town Meetings, drafting notices and votes for the Town's Boards and Commissions and attending meetings of the Board of Selectmen and bi-annual Town Meetings.

The paraprofessional staff is comprised of Senior Paralegal Kerry Fleming, Paralegal Tracey Michienzi, and part-time Senior Clerk Jane Tavolieri. Along with assisting the attorneys with litigation preparation and projects, the staff handle daily administrative functions within the office, which includes: responding to the large volume of claims that are filed against the Town, pursuant to Massachusetts General Laws Chapters 84 and 258, alleging personal injury and property damages; routinely interacting with and replying to inquiries from the public; and providing assistance to other departments on various matters.

A sample of this year's accomplishments include:

Successfully pursued the Town's gasoline supplier for breach of contract, and saved the Town over \$17,000 by refusing to pay an illegal price mark-up on the per-gallon price of gasoline. Also, negotiated a settlement for the supplier to pay the Town approximately \$4,000 to settle the Town's unfair trade practices claim against the supplier.

Worked with various State agencies, the City of Boston and Army Corps of Engineers to effectively negotiate the terms and financial components of the Muddy River Project and the overall administration of the project.

Recovered over \$350,000 in Real Estate Property Taxes on behalf of the Treasury Department that was owed to the Town.

Successfully defended the Town against numerous unsubstantiated damage claims and effectively negotiated settlements when warranted.

Recovered thousands of dollars of Chapter 111F expenses from liable third parties for costs expended for police and fire department personnel who were injured on duty.

Assisted the Town with drafting a policy pursuant to G.L. c. 93H to protect the privacy of personal data.

Effectively represented the Zoning Board of Appeals on various matters, defending decisions in Land Court and Superior Court.

Assisted in the recovery of more than \$46,000 in restitution from individuals who damaged Town-owned property.

Advised the School Committee on multiple policy revisions.

Although the Office of Town Counsel has continued to provide training seminars to newly appointed board and commission members of the Town on the Conflict of Interest, Open Meeting Law and Public Records Law in accordance with the Town's General By-Law, Article 3.20, due to recent changes in these State Laws, the attorneys have presented numerous trainings to the individual boards and commissions to ensure that the members are well informed of the changes in these laws.

HUMAN RESOURCES

Sandra DeBow, Director

The Year 2010 was both a busy and reflective year for the Town's Human Resources Office. The mandate of the Human Resources Office is to develop and administer fair and equitable Human Resources policies for the Town and its employees and to provide a system of Human Resources administration that is uniform, fair, efficient and represents the mutual interest of the Town and employees of the Town. Following that mandate, the Human Resources Office continued to find ways to maintain or curb personnel costs, while sustaining good employee relations, supporting management objectives, both without compromising the high level of service provision that Brookline citizens expect and enjoy. The Office helped manage personnel costs by ensuring the combination of salaries, employee health benefits, and staffing levels grows at a sustainable rate, as first recommended by the Override Study Committee (the OSC) (2008). The Human Resource Office's objectives were attained in 2010 by transitioning our employees and retirees into the new Group Insurance Commission (GIC) group health plans, establishing a priority for employee training and development and forming a working group to address diversity and inclusion issues. This latter objective is critical as we move into an exciting new recruitment and hiring direction that will help us increase diversity among our applicant pools and develop a strategy for effective succession planning.

The rising cost of health care is one of the largest budgetary problems facing the Town. In 2007, the Town adopted the "coalition bargaining" statute that replaced the protracted, serial approach of bargaining with individual bargaining units with a process of bargaining collectively with a Public Employee Committee (PEC) a committee of union and retiree representatives responsible for negotiating all group health matters. As part of that agreement, the Town and PEC agreed on plan design changes which then lead to 1.3 million dollars of avoided premium costs in Fiscal Year 2008.

Then, in 2009, the Town's negotiating team, determined to deal with ever-increasing group health costs, worked with PEC and mutually agreed to join the State's Group Insurance Commission (GIC) for Fiscal Year 2011. The State's GIC provides health insurance to 350,000 state employees, retirees and dependents and has more discretion and flexibility to modify its plan design to respond to market forces. This greater flexibility and larger subscriber pool has historically resulted in lower group health costs than is experienced by the majority of Massachusetts employers, public or private sector and yielded a savings of 2.8 million dollars for the Town, and avoided an anticipated 1.7 million dollar increase in health care premiums.

The economic downturn of 2008 affected the GIC like every other sector in the Commonwealth. As the Town and PEC were entering an agreement to join the GIC, they increased deductibles and co-payments for services to offset the tremendous impact of the state's economic downturn. Although, our subscriber's premiums were significantly lowered, their out of pocket expenses were going to increase; cost shifting that was not anticipated when the parties agreed to enter the GIC. Working closely with the PEC and the GIC, the Town established a Health Reimbursement Account (HRA) which reimburses employees for the higher co-pays ranging from \$100 to \$250 dollars. The HRA also serves as an important tool to help subscribers become better consumers of health care services. Although a highly effective transition tool, the HRA is currently effective for only FY 2011. Continued use of a HRA is subject to approval by the GIC and conditioned upon negotiation between the Town and the PEC.

Further, the Human Resources Office and PEC worked together to educate employees on the benefits of using a flexible spending account and the HRA, as well as, explaining the GIC's greater offerings of health plans with different features and costs. As a result of these efforts, the Town saw unexpected savings as our newly educated subscribers carefully selected the plan that best served their needs. Following the open enrollment period, we found more employees chose plans with higher managed care

features, increasing the projected savings upon entering the GIC. The Human Resources Office will continue to work closely with the PEC to find innovative ways to reduce the health care costs borne our employees, including wellness programs and continued employee education on to further reduce their health care costs through their own health and medical choices.



Ben Vivante & Jed Fehrenbach at a Wellness Event

Aside from the day-to-day administration of personnel matters for Town employees during the first eight months of 2010 the Human Resources Office dedicated the majority of its resources to transitioning its employees and retirees into the various GIC group health plans. During the same time frame, several important changes were occurring. First, the Town of Brookline was revising its hiring procedures as many of its employees were no longer covered by the dictates of the state's civil service laws.

In 2009, the Human Resources Board had submitted a warrant article to the Spring 2009 Town Meeting seeking to remove the Town from Civil Service requirements for non-public safety employees. Town Meeting overwhelmingly adopted the warrant and the Town and the Human Resources Board submitted a Home Rule petition to the State's Legislature for approval. Governor Deval Patrick signed the Bill into law on May 10, 2010 and it became effective ninety days later. Setting aside the Civil Service system which had become inefficient, uneconomic and obsolete greatly increased the Town's ability to hire the most qualified candidates for public service jobs.

The removal of the Town from the constraints of Civil Service requirements was significant and during the Fall 2010, the Human Resources Office made a significant shift in focus from negotiation, outreach and administration of the new GIC plans to a review of our recruitment and employee development processes. We reviewed both our hiring processes and our personnel policies. The Office immediately recognized that certain policies needed to be updated and others developed; the focus first being placed on revising the Town's Sexual Harassment Policy and its Workplace Safety Policy. The Department had previously addressed any inquiries or allegations of hostile workplace or discrimination within the scope of the Sexual Harassment and Workplace Safety Policy, neither adequately addressing the complexity of such claims. The need for a new policy addressing discrimination, sexual harassment and retaliation became an immediate priority in the Fall of 2010. With the assistance of the Town Counsel's Office and the Human Resources Board, the Town adopted its new Anti- Discrimination, Sexual Harassment and Retaliation Policy in December 2010.

The adoption of a new Anti-Discrimination Policy naturally led the Human Resources Office to training and professional development issues. Supervisors needed to be trained on the new Policy and a review of prior training efforts exposed a general need for professional development as it was clear that there has been a dearth of training among managers and Department Heads. Unlike the unionized employees, there is no ready mechanism to regularly train senior managers who sought professional development. Therefore, from October to December of 2010, the Human Resources Office trained over 175 managers and division and department heads on the nuances of the Massachusetts anti-discrimination laws and the

Town's newly adopted policy. The training was widely received and senior managers have expressed a strong interest in further training and professional development. This professional development also leads directly to further development of succession planning as the Town, like the majority of the workforces in the country face an aging workforce. These policy reviews and professional development opportunities will continue to be the focus of the Human Resources Office during the upcoming years.

Creating a competitive and diverse applicant pool for all positions in the Town is a priority for the Human Resources Department and in part was a driving factor in moving away from the Civil Service system, which failed to produce employees that were highly qualified or diverse.

In reviewing potential diversity efforts, the Human Resources Director became aware of the Commonwealth Compact, established in 2007, and found that its mission and objectives were parallel to Brookline in its focus on diversity and inclusion efforts. Begun as a collaboration of Higher Education and Business, signers of the Commonwealth Compact pledge to ensure recruitment, hiring, management and governance practices will:

- Increase the representation of people of color and women throughout our organizations, especially in management, senior management and board governance positions.
- Retain and promote people of color and women.
- Encourage our organizations to reflect, and connect with, the diversity of the communities and customers we serve. The majority of the signers of the Commonwealth Compact are from four industry sectors.

For Profit, Higher Education, Healthcare and Non-Profit industries. There are only a handful of signers in the Government sector. However this small group of government representatives will expand quickly as the Compact goals are aligned with those of many municipalities, making public sector work in Massachusetts more attractive to a wider and more diverse applicant pool. The Town of Brookline joined the Commonwealth Compact in October 2010.



Municipalities, like all other industries, are facing an aging workforce. As we look five to ten years down the road we are facing a significant number of key personnel who will be retiring. It is important to plan for those vacancies now. Our succession planning efforts must also include diversity efforts if Brookline is to maintain a vibrant workforce, harnessing the skills, aptitudes, experience and a variety of approaches to problem-solving. A diverse workforce will allow the Town to maintain and exceed the levels of service to which the citizens of Brookline are accustomed. By joining and collaborating with 185 other organizations of the Commonwealth Compact, the Town of Brookline will benefit greatly from attracting and retaining people from a multitude of backgrounds.

To further the goals of an inclusive, welcome and diverse workplace, the Human Resources Office has organized a working group of key departments to spearhead its Inclusion and Diversity Initiatives. This working group will establish priorities for the Departments and the workforce making recommendations to the Human Resources Board and reporting its recommendations to the Board of Selectmen and the Human Relations Commission, specifically with recommendations on recruitment and training.

Regarding personnel efficiencies and efforts to control personnel costs, the Human Resources Office continues to work closely with Departments to address their staffing needs during an extended hiring freeze, assisting some in emergency hires and others in temporary staffing to maintain services to the public. The Office continues to assist in the reclassification of key positions or the re-organization of job duties to better accomplish Department objectives without expanding staffing needs, and to work with Town Departments in their efforts to control sick and injured leave issues. These efforts were particularly important when Departments are committed to maintaining an excellent level of services despite reduced staffing due to attrition and hiring freezes. Trying to stabilize overtime costs caused by staffing shortages is a critical factor in helping Departments' control their tight budgets.

A critical component of controlling personnel costs is our occupational health partnership with New England Baptist's Occupational Health Department. By continuing to focus on case management and ensuring that our employees receive a high level of care and treatment, particularly those who have sustained injuries on the job, we ensure employees are able return to work sooner; and the rates of re-injury are also reduced. This proactive approach also includes actively challenging claims that we find have no merit. This approach has effectively kept workers compensation and injury claims relatively flat despite greatly increased medical costs for four consecutive fiscal years. Fiscal Year 2010 saw a further reduction in claims of approximately \$250,000.

During calendar year 2010, the HR Office continued to highlight the services of our Employee Assistance Program which provides budgeting and legal assistance, parenting skills and on-the-job conflict assistance. The HR Office has seen the stresses of the economic downturn on both managers and employees. The use of the EAP can be an effective tool for both employees and their family members and for managers to support effective personnel management strategies. As a result the numbers of employees and supervisors' using the Town's EAP continued to increase. This approach is an extension of our whole-life wellness philosophy. By using the EAP to help employees and supervisors alleviate stressors on the job and at home, we hope to improve the quality of life of these individuals and increase the productivity while at work.

Finally, the Human Resources Office continues to analyze the full range of its processes and protocols both within its own Department and across all Town Departments. The Office continues to work toward the acquisition and development of an enterprise-wide human resources information system (HRIS) that will greatly increase the efficiency of Human Resources processes from the application to the retirement phase. Such a system is critical to increase efficiencies by removing redundant processes and to ensure consistent practices and to reduce human error not only in the Human Resources Office, but the budget and payroll offices and at the department level. Currently each department has its own method of tracking and analyzing its personnel actions and data, e.g., sick time usage, promotions, new hires. The department information, which can vary widely across departments, is eventually funneled to the Human Resources and Payroll office for processing and execution. The goal is have all stakeholders utilizing the same data from a single source of information. Having a centralized, enterprise-wide database will greatly improve our ability to recruit high caliber employees, to quickly on-board and off-board employees, and will more efficiently address our existing employees' personnel actions, such a leave accruals, promotions, changes in health care and other benefits. The database would greatly increase our ability to forecast staffing needs, avoiding shortages and reducing overtime costs; and to more precisely address the specific core objectives of the Departments. Such efficiencies will allow the Town to maintain or increase the quality and quantity of services that the Town is able to provide to its citizenry as we move forward through the lingering effects of the economic downturn that have imposed significant pressures on our personnel costs. This ambitious project continues to move forward. We expect to choose a vendor and to implement the database in Fiscal Year 2013, however much work needs to be done in advance of funding and implementation.

Human Resources Board

The Human Resources Board, under the leadership of Chairman Ken Kurnos, has continued to support the Human Resources Department in its efforts to develop and administer fair and equitable policies for the Town. Its dedication to this goal was evident in 2010 with its regular monthly meetings which dealt with a wide span of issues, and did so judiciously and promptly. The Board continues to be a valuable asset to the Board of Selectmen as well as the Human Resources Department allowing that Office to

meet its mandate of providing a system of Human Resources administration that is uniform, fair, and efficient and represents the mutual interest of the Town and employees of the Town.

The Board's pushed forward on its "Study of Civil Service in Brookline" (2006) was followed by the submission of a warrant article to the Spring 2009 Town Meeting that would remove the Town from Civil Service requirements for non-public safety employees. The Civil Service system has been largely crippled by decades of funding cuts and which, in many ways, has been supplanted by numerous federal and state laws, including labor laws which have led to strong labor unions for public employees. Town Meeting voted overwhelmingly to adopt the warrant and to submit a Home Rule petition to the State's legislative process to become effective. Members of the Board testified before a Joint Committee of the House and Senate and have followed the Bills progression. The Bill was signed by Governor Deval Patrick on May 10, 2010. Setting aside a system which has become inefficient, uneconomic and obsolete will greatly increase the Town's ability to hire the most qualified candidates for public service jobs. The Human Resources Board will continue to work with the Human Resource Office to shape the resultant policies underlying this significant change in hiring.



**L-R: Gerald Raphael, Edward DeAngelo, Brook Varney Cardarella
Jacqueline Young and Chairman Kenneth V. Kurnos,**

During the later part of 2010, the Human Resources Board heard and ruled on a number of reclassifications of positions brought by the Human Resources Office with the Department Heads. Sanctioning the reworking of certain antiquated civil service titles, such as Parks Garage Clerk or Senior Clerk Typist is an important step in moving from the Civil Services constraints. The Town was previously constrained from changing the civil service titles as they were mandated by the civil service law. These outdated titles hampered efforts to obtain a highly qualified applicant pool as the old titles did not reflect the current duties of the clerical positions, particularly as technological has changed. Updated the titles will significantly affect our recruitment abilities. Changes to the job descriptions are also due and will be forthcoming, but those changes must be bargained with the relevant unions and the Human Resources Board will likely review those changes in the upcoming year.

In 2010 the Board reviewed and approved re-classification of all the Assistant Recreation leader positions in the Soule Early Education Center, which reflected the shift from a recreation focus to a true early education focus. And the Board approved the final job descriptions of the newly created meter collection civilian positions, bargained by the Town and Unions.

The HR Board also heard a steady number of grievances as managers are actively using progressive discipline to deal with any perceived abuse of sick time, insubordination, misconduct or other workplace disputes. The Board reviewed each grievance on its own merits, either rendering a decision or recommended that the parties work more diligently to resolve the matter or to come to some settlement. The careful consideration of the grievances that came before the Board had a great effect in maintaining harmonious labor relations between the Town's management and its unionized employees, which can be strained during difficult budget times.

PUBLIC SAFETY

POLICE DEPARTMENT

Daniel O'Leary, Chief

Over the year, the Police Department has continued to provide a high caliber of police services to the citizens of Brookline. Through proactive patrolling techniques, advanced training and the use of new technologies, we have seen great successes in the prevention and resolution of crime and disorder problems in the community.

To that end, the Police Department has compiled a comprehensive report of the year end crime statistics for the Town of Brookline for 2010. In 2010, there were a total of 1,045 Part A Crimes reported in Brookline, up 8% from 2009. Part A crimes include: murder, rape, robbery, assault, burglary, larceny and motor vehicle theft. Crime in the last year was up in five categories of Part A Crimes and unchanged in two as compared to last year. Despite this increase, we are seeing the lowest level of crime Brookline has seen in many years. Since 1994, we have reduced our Part A crimes from 2,249 to 1,045 in 2010 (a 54% reduction).

Of the 1,045 Part A crimes reported in 2010, there were 294 cases cleared by arrest or court action, 55 cleared exceptionally and three cleared by referral, resulting in a 34% clearance rate for 2010 cases. This shows an exceptional amount of work being done by our Patrol and Detective Divisions to identify and apprehend suspects and conduct intensive, thorough investigations. Specifically, 100% of the rapes were cleared as a result of arrest. 44% of the robberies, 89% of the assaults, 38% of the burglaries, 24% of the larcenies and 23% of the motor vehicle thefts were all cleared by arrest, court action, cleared exceptionally or cleared by referral. Many of our active cases are still under investigation and may be cleared/closed as a result of these continued efforts. Additionally, many 2009 (and prior year) cases were cleared/closed as a result of on-going investigations and DNA matches to known criminals developed from crime scene evidence at the State Lab.

Most notably this year, we saw several specific crime series committed by the same offenders. Four career criminals with histories of breaks in Brookline again targeted our community with residential burglaries. For instance, this summer, one of these subjects burglarized over 20 residences in north Brookline over a six week period. The suspect was identified and apprehended in Florida. A second subject was arrested several months later for also burglarizing residences in north Brookline. Additionally, last spring we had a significant series of package thefts from vestibules in buildings along Washington Street and neighboring streets. A subject was arrested, along with his girlfriend, for this series of crimes.

During 2010, a total of 709 arrests were made, up 19% from last year. This level of arrests is indicative of the great efforts of the officers in the field. 2,606 field interviews were also conducted during this timeframe, up 87%. Field interviews are an excellent tool for police officers to identify possible suspects involved in criminal activity and communicate the information to all officers through our in-house Field Interview Tracking System. In the area of traffic enforcement, there were 22,217 moving violations issued to motorists on Brookline's roads and a total of 138,388 parking tickets issued, totaling \$4.32M in fines and penalties.

Over the last several years, the Department has been working hard to obtain accreditation and in September, the Brookline Police Department was awarded Certification. Certification is the first distinction in the accreditation process and the work is ongoing to achieve full accreditation. As part of this process, the Department underwent a significant review and rewrite of many of our policies and procedures. This October, for the first time, our policies and procedures were part of the HRD Civil Service Promotional Exam for the positions of Sergeant, Lieutenant and Captain. This is a great step forward in ensuring that we not only have comprehensive policies in place but also that our officers thoroughly understand them.

There were several Officers commended for exceptional police work in 2010. There was one case in particular where the Patrol Division apprehended a suspect during the overnight shift who was secretly recording people in their homes. The Patrol Officer's working that night received a call from a female victim who reported seeing a blue light shining in her window and when she saw it she screamed causing the suspect to flee the area, dropping some of his belongings to include a web cam and an expandable uni-pod. The State Police responded with a dog and tracked the suspect's scent to a particular area of Town where a very alert Police Officer was searching on foot and spotted the suspect hiding behind a vehicle parked in a private driveway. After a short foot pursuit the suspect was arrested. Detectives followed up on this case executing search warrants, obtaining and analyzing evidence and ultimately getting 42 indictments lodged against this suspect in Norfolk Superior Court. The Defendant in this case remains behind bars unable to victimize unsuspecting residents of this Town.

In 2010, the Police Department hired and trained two new recruits. The two officers entered the Lowell Police Academy in Lowell, Massachusetts in May and graduated in November. They are currently assigned to the Patrol Division where they will be assigned throughout their first year probationary period. We also hired two additional recruits in December of this year. These two Officers are attending the Boston Police Academy.

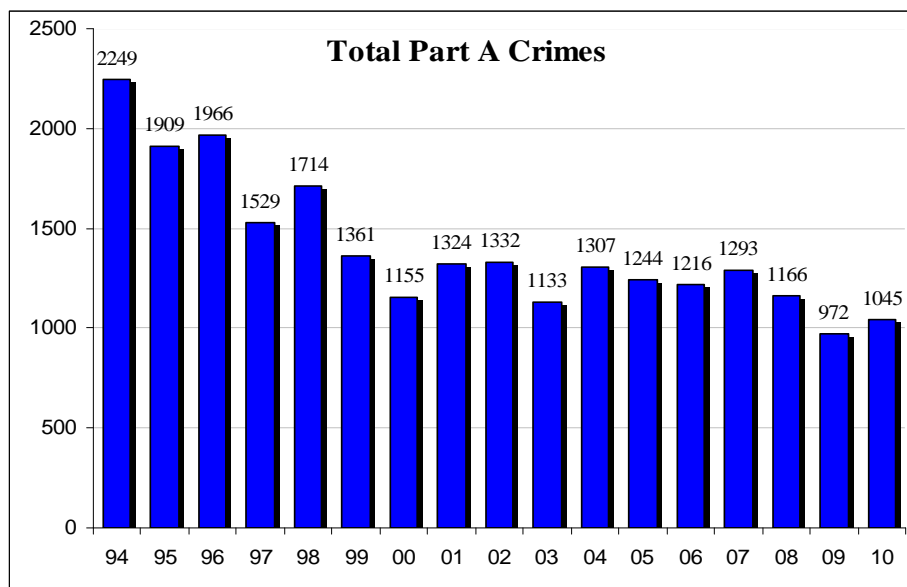


New Hires Timothy Yee and Kristen Healy

Crime Overview/Calls for Service

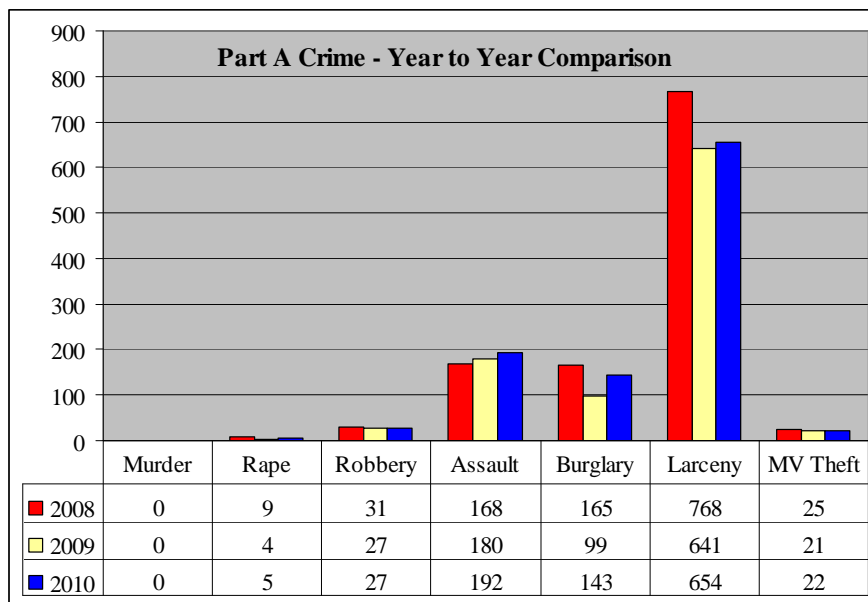
The following is a summary of Part A Crimes in Brookline during 2010. Part A crimes include: murder, rape, robbery, assault, burglary, larceny and motor vehicle theft.

In 2010, there were a total of 1,045 Part A crimes in Brookline, **up 8%** from the 972 Part A crimes during 2009. Crime in 2010 was up or the same in all categories compared to 2009 year end totals.



As the above graph shows crime in Brookline in 2010 has risen by 8% from 2009 but is still the second lowest year dating back to the early 90s. In fact, in 2010, crime was less than half of what it was in 1994.

The following graph shows the year-to-year comparisons for each crime category for 2008, 2009 and 2010.



THE FOLLOWING IS A BREAKDOWN OF EACH PART A CRIME (AND ATTEMPTS) FOR 2010:

MURDER

There were no murders in 2010, or in all of 2009 or 2008. There were two homicide attempts in 2010 which both resulted in arrests. Both of these attempts were domestic violence situations.

RAPE - UP 1

During 2010, there were five rapes reported which is up 25% from the four reported rapes in 2009. The first case took place in February at one of our hospitals and involved two female patients. The victim was a suicidal patient admitted for a drug overdose. The victim and suspect were found in bed together by an employee doing suicide checks on the victim. When questioned the next day, the victim claimed to have been sexually harassed by the suspect who tried to have sex with her. The suspect, when confronted, denied all allegations claiming she was in the bed simply trying to calm her down. This case resulted in arrest. The second case occurred in June when the victim, a mentally challenged woman, was coerced into having sex with an older man at a third party's apartment. All three people involved were high on crack cocaine. The victim was then coerced into prostitution with between 5 to 10 men by the two suspects in order to raise money with which to purchase more crack cocaine. This case resulted in two arrests and court action. The third incident occurred when a male patient forcibly fondled a female patient and then verbally coerced her into having sex with another male patient. This case resulted in a court action. The fourth incident was between two patients when a male patient entered a female patient's room in the middle of the night and forcibly penetrated her. This case resulted in an arrest. The fifth incident was a case of statutory rape between a 20 year old male and a 15 year old female. This case also resulted in an arrest.

There was also one attempted rape involving unwanted sexual advances of an ex-boyfriend. This case resulted in an arrest.

ROBBERY

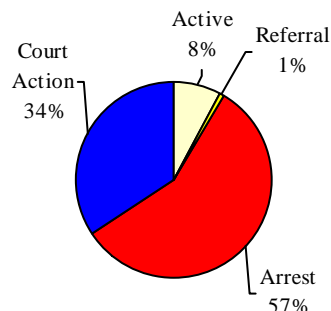
There were 27 robberies in 2010, which is unchanged from in 2009. Of these 27 robberies, 12 resulted in an arrest or court action and 15 remain active. In addition to the 27 robberies, there were five attempted robberies where a threat or assault was made but no theft. Of the five attempts, three remain active and one resulted in an arrest and one was cleared exceptionally. Of the total 27 robberies and five attempts, five involved a firearm, five involved a knife, and 22 were unarmed/strong-arm robberies. These robberies (and attempts) occurred on the street (22), bank (5), commercial businesses (1) and residences (4).

ASSAULT – UP 7%

There were a total of 192 assaults reported in 2010, compared to 180 assaults reported in 2009. Of these 192 assaults, 71 (37%) were domestic violence situations and all of these cases have been cleared through arrest or court action. This number is down 7% from the 76 domestic violence assaults reported in 2009.

Of all the assault cases, 110 (57%) resulted in arrests, 66 (34%) resulted in court action and 15 (8%) cases remain active and one (<1%) was cleared by referral.

There were also nine cases of indecent assault and battery which resulted in three arrests, two cases were cleared by court action, one was cleared by exception, another case was cleared by referral, one case is in active and one case remains active. There were also four sexual assaults with three cleared by court action and one cleared exceptionally. Additionally, there were seven cases of indecent exposure which resulted in two active cases, three arrests and three cleared by court action. There were three open and gross incidents, all of which were cleared by arrests. It should be noted that six of these sex crimes occurred at 300 South St and one took place at 227 Babcock Street.

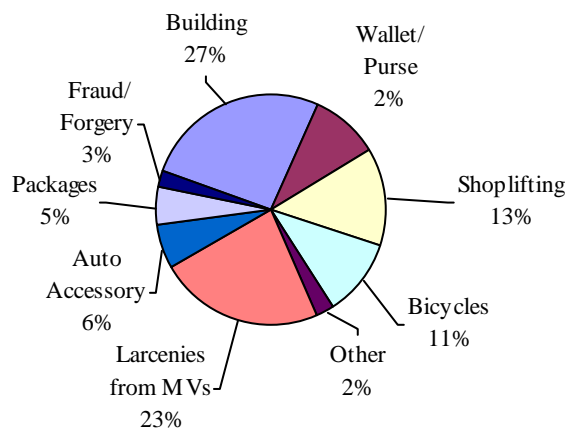
Assault Cases by Status**BURGLARIES – UP 44%**

There were a total of 143 burglaries in 2010, as well as 22 attempts. This is up 44% from the 99 burglaries in 2009 but it should also be noted that this number is down 13% from the 165 burglaries in 2008. Of the total 143 burglaries, 104 (73%) were of residential properties and 39 (27%) were of nonresidential buildings, including offices and commercial establishments. Of the total 143 burglaries, 89 (62%) cases remain active, 22 (15%) resulted in an arrest, 14 (10%) result in court action and 18 (13%) were cleared exceptionally. Much of the rise in burglaries this year could be attributed to distinct burglary series committed by four career criminals. For instance, one suspect, is believed responsible for more than 20 burglaries between 5/21/2010 and 7/1/2010. He targeted multifamily homes and consistently took jewelry from the bedrooms. He has been apprehended. A second suspect, has also been arrested for a series of residential breaks into north side residences. This suspect targeted laptops and prescription medications. Two others, who are career criminals were responsible for breaks in Brookline this year. In fact, all four are career criminals who have been responsible for prior Brookline burglary arrests and commitments.

LARCENY – UP 2%

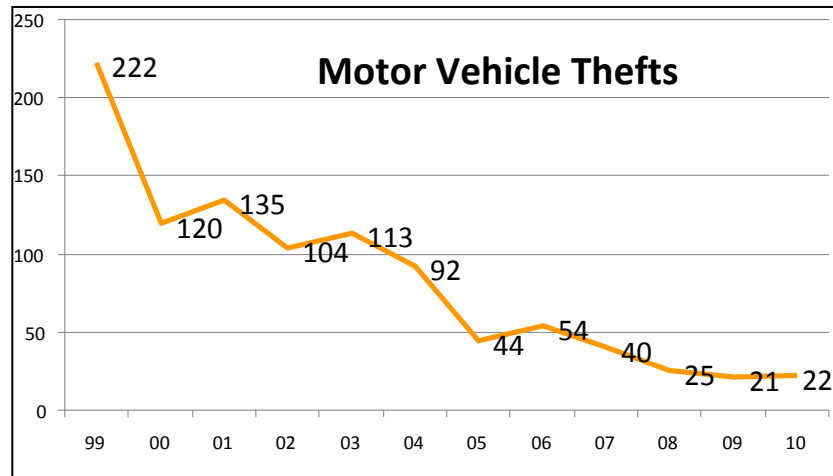
There were a total of 654 larcenies in 2010, up 2% from the 641 larcenies in 2009. Of the total larcenies, 500 cases remain active, 49 were cleared by court action, 61 resulted in arrests, 40 were cleared exceptionally, two were closed and two were cleared by referral.

Of the 654 larcenies 172 were thefts from a building, 87 were shopliftings, 72 were thefts of bicycles, 152 were thefts from motor vehicles (75 of which involved the theft of a GPS unit), 64 were thefts of purses or wallets, 42 were thefts of car accessories, 33 were thefts of packages, 17 were fraud/forgery and 15 larcenies were of other/miscellaneous types thefts.

Larcenies by Type**Motor Vehicle Theft –Up 5%**

There were 22 motor vehicles reported stolen in 2010, which is up 5% from the 21 motor vehicles reported stolen in 2009. Three of the 22 stolen vehicles are scooters/mopeds and one was a motorcycle. The most common motor vehicle make stolen during the year was Honda Civic (3). Seventeen cases remain active, three were cleared by court action, one resulted in an arrest and one was cleared exceptionally. The motor vehicle has been recovered in 10 of

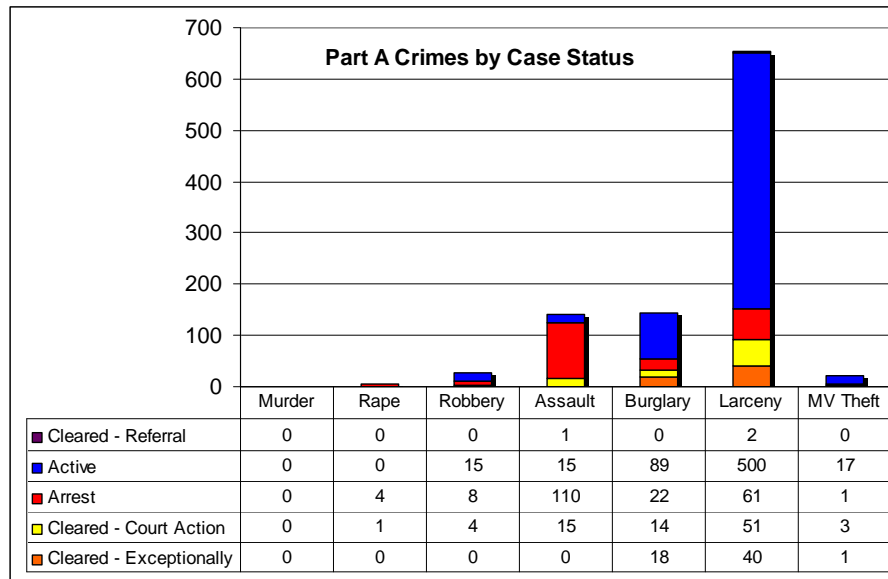
the 22 cases. Additionally, there were eight motor vehicles initially reported stolen which were determined to be unfounded/baseless reports because the motor vehicle was towed, lost, etc. Despite the slight increase from 21 thefts in 2009 to 22 in 2010, MV thefts this year are 200 less what we saw just 12 years ago (down 90%).



POLICE ACTIVITY FOR 2010

- **Arrests** – During 2010, there were **709 arrests**, up 19% from the 596 arrests in 2009. There were also 50 people taken into protective custody and nine sex offenders registered.
- **Field Interviews** – During 2010, there were **2,606 field interviews** conducted, up 87% from the 1,394 field interviews in 2009.
- **Moving Violations** – During 2010, there were **22,217 moving violations** issued, up 34% from the 16,595 that were issued in 2009. During the year, there was one non-inventory motor vehicle search conducted, representing 0.005% of the total stops where moving violations were issued.
- **Parking Tickets** – In 2010, there were **138,388 parking violations** issued for a total of \$4.36 million in fines and penalties. This number is up 1.3% from the 136,608 parking violations issued during 2009 (and \$4.32 million in fines and penalties).
- **Calls for Service** – In 2010, there were **72,247 police calls** entered into the CAD system (including activities such as prisoner processes, services of papers, officer report writing, town building checks and community policing activities and excluding activities such as out of services and reporting in/off duty). For 2010, calls for service are up 31% from the 55,122 calls in 2009.
- **Clearances** – Of the 1,045 Part A crimes reported in 2010, there were 294 cases cleared by arrest or court action, 55 cleared exceptionally and 3 cleared by referral, resulting in a 34% clearance rate for 2010 cases. Specifically, 100% of rapes were cleared as a result of arrest. 44% of robberies, 89% of assaults, 38% of burglaries, 24% of larcenies and 23% of motor vehicle thefts were all cleared by arrest, court action, cleared exceptionally, or cleared by referral. **Please note that many of the active cases are still under investigation and may be cleared/closed as a result. Additionally, many 2009 (and prior year) cases were cleared/closed during 2010 as a result of on-going investigations.
- **Use of Force** – During 2010, there were 19 use of force incidents against humans and none against animals. Use of force incidents are up slightly (5%) from the 18 reported in 2009 and down from the 22 reported in 2008. For this period, the type of force used included: Firearm (non-discharge) – one, OC (pepper) Spray – one, Physical (hands/grab/wrestle) – 16 and Handcuffing (non-compliant) – one. Fourteen of the 19 incidents involved an arrest. One involved an emotionally disturbed person, one was a suicidal party, two were persons under the influence of alcohol and one involved was an uncooperative subject during a traffic stop.
- **Motor Vehicle Pursuits** - In 2010, there were six motor vehicle pursuits, up from the three reported in 2009. These incidents involved: 1) the theft of motor vehicle parts and miscellaneous moving violations (follow-up investigation led to arrest of subject in a series of tire rim thefts), 2) motor vehicle violations (suspect arrested following investigation), 3) suspicious activity and motor vehicle violations, 4) suspicious behavior of two subjects on mopeds, 5) motor vehicle violations (suspect arrested following pursuit after striking objects with her vehicle) and 6) motor vehicle violations (suspect arrested for operating to endanger, OUIL and traffic offenses). A significant number of the pursuits were terminated by either the Patrol Supervisor and/or Commanding Officer. In most of those incidents enough information was developed by the pursuing officer to enable the department to

make arrests or seek charges with follow up investigation. Follow up investigations were conducted through the joint cooperative efforts of the patrol and detective divisions. In all six incidents, the officers and supervisors complied with the guidelines and policies and procedures set forth by the Department with concern to motor vehicle pursuits.



Patrol Division

As always the Patrol Division is the front line of law enforcement and service delivery to the Citizen's of Brookline. In 2010 the Patrol Division started several new initiatives to increase our ability to prevent crime and bring those responsible for crimes to justice. The Patrol Division created a Patrol Bicycle Unit (PBU). Currently this unit has seven patrol officers and a designated Sergeant to oversee the unit's direction and performance. Also the Patrol Division created a Patrol Warrant Unit (PWU). This included enlisting Officers to become part of this unit, as well as providing specialized training in the apprehension of wanted persons. Going forward this unit will be tasked with overseeing the execution of arrest warrants within and outside of Brookline. During 2010 the Patrol Division expanded it's walking beats, adding a beat to the Brookline Village area during the day shift and adding a walking beat in the Egmont St. Public Housing Development during the evening shift. Also the walking beat in Coolidge Corner has been extended into the evening shift. The extension of the Coolidge Corner Walking beat has proved to be essential in controlling the traffic congestion in that area during the evening commuting hours. The patrol division has also utilized the in house computer systems to streamline communication between the command staff and the first line supervisors to address neighborhood concerns to include loud parties and traffic enforcement issues.



Patrol Bicycle Unit (PBU)

Criminal Investigations Division

During 2010 The Criminal Investigations Division continued to conduct follow up investigations into reported crimes. This year the Identification Unit initiated a process that establishes presumptive drug testing for all controlled substance submissions in compliance with recent court decisions. The Evidence/Property room security was enhanced this year to include the installation of a surveillance camera that monitors and records the Evidence Lockers and the Evidence Room entrance door. The identification unit's work area was remodeled in order to create a secured area for the storage of digital photography and recovery of digital forensics. With the increase in technology and crimes associated with this technology the Criminal Investigations Division continued to stay at the forefront of technological investigative techniques. One Detective attended five weeks of training at the National Computer Forensics Institute sponsored by the United States Secret Service where he was provided with forensic computer equipment. This equipment allowed the detective to begin conducting forensic examinations into crimes committed in Brookline. In addition detectives obtained and began utilizing Cell-Brite technology for investigative use in cell phone related crimes. Detectives from the unit also became part of the Massachusetts Internet Crimes Against Children Task Force.

Community Service Division

During 2010 the Community Service Division expanded the AWARE Curriculum within the elementary schools. The new Curriculum added seventh grade health to all grammar schools and implemented the newly developed lesson plan for the sixth grades. The Division also expanded the existing anti-bullying, internet safety and healthy relationships/teen dating violence curriculum to include the sixth, seventh and eighth grades. A new advanced RAD/Boxing program was developed and implemented. This program consists of seven classes for women in advanced self defense utilizing self defense techniques combined with boxing skills and conditioning. This year Town Meeting passed a nuisance control by-law to deal with excessive noise and house parties. The Community Service Division was charged with conducting follow ups of all of the properties and residences who received a nuisance by law citation to include notifying property owners if the complaints were about their tenants and notifying the respective School if the residents were students. The Child Safety Seat program held 21 scheduled fitting stations throughout 2010, serving 355 families and donating eight seats to families in need which were funded through the 2009 Executive Office of Public Safety grant. The Division held seven RAD classes during 2010, two for high school aged girls, two for College aged women, two for Adults and one children's course.

Traffic Division

During 2010 the Traffic Division completed a Bicycle/Pedestrian Safety Grant. The grant was used for promoting bicycle and pedestrian safety and helped to control Coolidge Corner traffic flow in a safer manner. One traffic officer was designated as the Bicycle Advisory Committee Liaison, working alongside the committee addressing concerns specific to bicycle safety throughout the Town. The Traffic Division continued the Selective Enforcement Program, which derives information from road studies and neighborhood meetings to determine where selective traffic enforcement will be conducted throughout the Town. In 2010 the Parking Meter Division was converted from sworn Officers to civilians. The transition was a smooth operation as the sworn officer's trained the civilians in their duties and responsibilities. The division has continued to work collaboratively with the Medical Affairs Division of the Massachusetts Registry of Motor Vehicles addressing issues specifically related to parking for disabled persons. This year Brookline participated on over twenty major events including the Boston Marathon and Half Marathon and the Traffic Division was responsible for the coordination of public safety for these events which all proved to be very successful.

Public Safety Dispatch

During 2010 The Brookline Public Safety Communications Division expanded training opportunities for all emergency 911 dispatchers by utilizing a variety of resources including the Police Department's in-service training and the E-911 training center in Maynard, Massachusetts. We hired and trained new dispatchers to maintain staff levels to ensure efficiency within the Division. This year Brookline's Public Safety Communications Division was awarded the maximum amount of grant funding through the Massachusetts E911 grant program. These funds totaling \$152,576.00 will offset budgeting costs in the areas of staffing, training and equipment.

Animal Control

During 2010 the Animal Control Officer continued to provide police presence in all Brookline parks. Worked with dog owners to increase awareness of the Town leash and "pooper scooper" laws. He also established a verbal agreement with The Brookline Animal Hospital to arrange for storage and treatment

of animals, in the event an owner can not be located. This agreement is going to become a written agreement soon. This year the Animal Control Officer implemented the use of a wireless device to issue, record and trace town-by-law violations.

Emergency Management

In 2010 The Emergency Management Team continued to partner with all Town Departments enabling the Team to explore and implement initiatives to prepare and respond to Emergencies. This year the Team held five emergency management education classes for residents and special populations with the "Emergency Preparedness Begins at Home." program. The Community Emergency Response Team (CERT) recruited and trained additional members bringing the team total to over 100 volunteers. This year the Team implemented evacuation and lockdown drills for all educational institutions in the Town. The Emergency Operations Center was activated during the Water Emergency in May, thereby streamlining the efforts of all departments in the Town in responding to the emergency and addressing the needs of the residents during this emergency. The process of maintaining the equipment of the EOC is ongoing throughout the year ensuring it is operational and ready for any unexpected emergency. The Team maintained involvement with UASI (Urban Area Security Initiative) region on several projects, including: Procuring additional equipment to further emergency management preparedness, specifically another emergency shelter trailer equipped with shelter operations supplies to support and maintain a shelter in an emergency where residents may be displaced.

As we move forward into 2011, the Police Department will continue to serve the Town of Brookline with professionalism, diligence and hard work. Continuing to build productive relationships with out residents, business community and all who visit the Town, through some of the programs highlighted above. As always the Brookline Police Department will continue to reduce and prevent crime and address the concerns of our residents, thereby maintaining the high quality of life throughout the Town. As always with the continued war in the Middle East and the continued economic struggle so many are facing the Brookline Police Department will remain diligent in our efforts to keep Brookline safe.

FIRE DEPARTMENT

Peter E. Skerry, Jr. Chief

Administrative Division

The Mission Statement of the Brookline Fire Department reads, in part, that Brookline's firefighters will work to "protect life and property and lessen adverse effects on the environment." The Fire Department is proud of its work in 2010 to have met that goal in the vast majority of cases. Suppression, Prevention, Emergency Medical Services, Rescue, and Hazmat mitigation continue to be the priorities of the Department. The efforts in these areas could not have been successful if not for the dedication and professionalism of the Fire Department's officers and firefighters. Strong support from Town government continues to play a significant role in the Department's success and long history of excellence in serving residents and visitors alike.



NATIONAL MEDIAL OF VALOR

The Administrative Division consists of a Fire Chief, an Operations Chief, and Executive Secretary, Betty Friar, who celebrated 50 years with the Fire Department in 2010. The newly defined position of Information Technology Systems Analyst is the fourth and final component of this office. This position and the individual assigned to it have allowed the Department to make great strides in the use of available technology.



Elizabeth Friar enjoying the surprise decorations

The Division is responsible for both the day-to-day operation of the Fire Department as well as long range planning and budgeting. The office also conducts frequent business with citizens and business owners, town, state and federal officials, other fire departments as well as other town departments. Additionally, the Division assists various media, insurance, and private entities. The Division is further charged with the development of Standard Operating Guidelines, preparation of the Department's Capital Improvement Plan, and it also ensures compliance with departmental policies, orders, rules, and procedures.

The Fire Department lost several firefighters due to retirement during 2010. They took many years of experience with them when they left to enjoy their "golden years." Several promotions took place and the

Department is confident that those members are more than qualified to take the reins. Those promoted in 2010 include Captain Mark Jefferson to Deputy Chief and Firefighter Stephen Nelson to Lieutenant; these officers have been assigned to the Fire Prevention Office.

Fire Suppression Division

The Brookline Fire Department Suppression Division is divided into four groups whose responsibilities include the protection of the lives and property of the people of Brookline from fires, natural and man-made disasters, and hazardous materials incidents, as well as saving lives by providing emergency medical services, preventing fires, and enforcing State Fire Laws and Codes. Suppression is the largest Division of the Fire Department and is staffed by 4 Deputy Chiefs, 7 Captains, 21 Lieutenants and 110 Firefighters. They respond from five fire stations geographically distributed throughout the town.

The Fire Suppression Division provides a range of emergency response services. The majority of responses entail alarms of fire, technical rescue, and emergency medical services. This Division responded to 7,485 such calls in 2010. The type of call varied from alarm activations in high rise residential buildings by means of master box alarm, central station alarms in other structures, walk-in reports at fire stations, to telephone notification, which is the most common source. Fire companies investigated and mitigated many hazardous conditions in business, commercial and residential occupancies.

Many of our calls are for motor vehicle accidents involving the extrication of trapped and injured victims. One such incident involved a motor vehicle that struck and knocked over a street light pole, as well as rolling the vehicle on its roof. The victim was extricated and transported to the hospital with serious injuries. The timeliness of response and quick action by the Brookline Fire Department played an important role in the survivability of this victim. It is operations of this type, which happen from time to time in Brookline, that prove the overall effectiveness of our emergency response system.



**National Medal of Valor Award recipients:
Lt. Paul Pender, Firefighter Frederick Johnston, Vice President Joseph Biden
Firefighter Gerald Murphy & Chief Peter Skerry**

There were several multiple alarm fires, as well as many small fires, that the Fire Suppression Division responded to last year. All of these fires were quickly and efficiently extinguished by actions of Brookline and mutual aid fire departments.

The Fire Suppression Division is also responsible for in-service inspections and pre-fire planning of all buildings in town over six units. The Companies are in service and available to respond to emergencies. The Suppression Division conducted over 500 multi-unit building inspections as well as over 1,000 smoke detector and carbon monoxide detector inspections for properties being sold in the Town of Brookline. This Division also conducts four fire drills per year at every school in the Town of Brookline.



2nd alarm fire at 82 Evans Road

Officers in command of units conduct instruction periods for the purpose of familiarizing members of their commands with Department Rules and Regulations, signals, evolutions, emergency medical procedures and firefighting practices as prescribed by the Division of Training. Drill are normally conducted daily and last from one to two hours.

Most of the Town's Firefighters are Emergency Medical Technicians and undergo annual training in cardio pulmonary resuscitation, semi automatic defibrillation, and other emergency medical continuing education courses as prescribed by the State Department of Public Health. Fully equipped and adequately staffed fire companies respond to over 3,000 emergency medical care calls per year and must often arrive at the scene within four minutes of the initial call.

Accomplishments in 2010

- Maintained acceptable response times
- Completed all In Service Inspections
- Completed all School Fire Drills
- Conducted adequate In Service Training

2011 Objectives

- To safely respond on a timely basis and work at any incident to save lives, protect property and the environment by safely utilizing manpower and resources in a most efficient manner
- To continue our training to constantly evolve, meet new challenges, study and utilize new firefighting procedures, tools, equipment and new technologies
- To offer Incident Command educational opportunities to our staff
- To improve the efficiency of information gathering and utilization of same in emergency response
- To offer professional development courses to the entire Command Staff
- To continue to coordinate our efforts with the Urban Area Security Initiative for the cooperative use of shared resources
- To improve inter-operability with other Town, State and Federal Agencies
- To maintain adequate staffing levels and response to all emergencies
- To obtain funding for upkeep of equipment, tools, training and adequate staffing

Fire Prevention

The Fire Prevention Division consists of a Deputy Chief, Two Lieutenants, One part-time college intern (15 hours per week)

Fire Prevention responsibilities include:

- Code enforcement and fire investigation (cause and origin)

- Quarterly inspections of all health care facilities, nursing homes and places of public assembly
- Issuing fire permits in compliance with Mass. State Fire Regulations (527 CMR and MGL Chapter 148)
- Plan reviews for all new sprinkler and fire alarm systems
- Scheduling, coordinating and performing 26F and 26F½ smoke detector and carbon monoxide detector inspections
- Performing certificate of occupancy inspections for all new construction and substantial renovation projects.
- Inspection of licensed occupancies (lodging houses, restaurants, hotels, second-hand retail establishments, second-hand auto sales, and open air parking lots)
- Supervising and receiving the 548 residential building inspections done by the fire companies
- Follow-up inspections for problems and code violations encountered by the seven fire companies
- Supervising, coordinating, and the setting up of fire details for all cutting and welding operations, storage and use of propane in temporary structures, and blasting operations
- Receiving telephone inquiries related to code requirements, technical questions, and fire hazards
- Manning the Fire Prevention Office and public window
- Responsible for Public Education through the "SAFE" Program sponsored by the State of Massachusetts

Summary of Fire Prevention Activity of 2010

- 869 Smoke and Carbon Monoxide Inspections scheduled and completed by both the Fire Inspectors and the Fire Companies
- 176 Certificate of Occupancy Inspections for new construction and substantial renovation done by Fire Prevention
- 250 Fire Meetings (general inspections) including quarterly health care, places of public assembly, preschools, private schools and public schools
- 52 Lodging House Inspections
- 11 Second Hand Articles Inspections
- 11 Second Hand Motor Vehicle Inspections
- 2 Inn Holder License Inspections
- 412 Fire Permits issued for oil burner, fire alarm, and sprinkler system installations. In conjunction with the issuing of these permits Fire Prevention performed approximately 150 plan reviews and set up and supervised 249 fire details
- Coordinated 548 Residential Building Inspections
- Responded to and conducted fire investigations for 16 building fires in 2010
- Attended continuing education classes and seminars offered by the Massachusetts Department of Fire Services and The Brookline Fire Department Training Facility. Fire Prevention also attended the Fire Prevention Association of Massachusetts monthly meetings

SAFE Program 2010

Once again Fire Prevention coordinated and supervised the SAFE Education for pre-kindergarten, kindergarten, first grade, and second grade in all the grammar schools in Brookline. On Flag Day Fire Prevention also had the SAFE trailer on display so that the citizens of Brookline could experience fire safety.



Student Awareness of Fire Education

Training Division

The Training Division was staffed with one Deputy Chief and one Captain. This Division is responsible for initial recruit training, as well as the continuing education and training of the Fire Department.

In the past year, the Training Division completed many various assignments. We conducted one recruit class, the class ran ten weeks starting on May 12th and ending on July 23rd. The class was made up of 22 recruits from the Towns of Brookline, Newton and Norwood. The ten and a half week course covered the modules required for the State of Massachusetts Firefighter 1 certification as well as the modules for the State of Massachusetts Firefighter 2 certification.

Training also had a continued partnership with the Massachusetts Emergency Management Agency (MEMA), State Homeland Security Urban Area Security Initiative (UASI), Battle Road Regional Emergency Planning Committee (BREPC) and Mayor's Office of Emergency Preparedness (MOEP). In the fall of 2010 the Training Division participated in a table top anthrax exercise with the members of the UASI group at the Boston Convention Center.

The Training Division also provided Brookline Fire Department staff with a comprehensive set of instructions that covered both on-going re-certifications, as well as instruction that covered new equipment, updated techniques and basic continuing education in areas of Firefighting and Emergency Medical Services.



Brookline Fire Academy – Class 4

(Standing, l-r) Andrew Bluestein, Scott Hogan, Thomas Joy, Brian Bergeron, Scott Greider, James Loftus, Francis Differ, Jr.; (Kneeling) Finn Harrigan-Anderson, Matthew Healy, Justin Aufiero, Christopher Wagner, Paul Dubrow & David Nelson"

With over twenty five classes held by the Training Division, every member of the Department was offered over 55 hours of instruction. Some of the topics covered included:

- Fire Suppression
- Forcible Entry
- Overhauling
- Fire Department Communications
- Responding to Elevator Emergencies
- Auto Fires
- Vehicle Education
- Arson Awareness
- SCBA Training
- Ice and Water Rescue
- Hazmat Response
- Operation of the Mass Decon Unit
- Emergency Lifts and Carries for Injured Firefighters
- Emergency Medical Service Instructions
- Information Technology Training
- Use of Fallon Ambulance Website for EMT Continuing Education and DOT Refresher Training



Annual Ice Rescue Training

We also utilized expertise from the following outside agencies during training exercises:

- NSTAR
- National Grid
- Mass Fire Academy
- Boston Fire Department Training Division
- Fallon Ambulance
- Town of Brookline Information Technology Department
- Boston Mayor's Office of Homeland Security
- Quincy Fire Department Training Division
- Fire-o-Matic Company
- North East Rescue
- MIFDI
- ISG Corp

In service individual company training is also supervised by the Training Division. Our Department Company Officers continue to conduct their daily in service training, which helps to reinforce the knowledge and skills of their group members. A yearly list of subject matter has been distributed to each station. The Training Division also distributes supporting instructional material, references and resources necessary to aid in service training.

For the calendar year 2011 the Training Division Theme is "*Back to Basics / Let's Get Physical.*" We want to focus more time on training for every day emergencies, such as building fires, ladder operations, auto extrication, medical emergencies etc. The Training Division would also like to do more hands on training in the drill yard.

Maintenance Division

The Apparatus Maintenance Division consists of one Motor Equipment Foreman and one Motor Equipment Repairman. The Division is responsible for the repair and servicing of all Fire Department vehicles. The Division also maintains all auxiliary equipment such as small pumps, fans, hydraulically powered extrication, and forcible entry equipment. The equipment repairman is also a certified self-contained breathing apparatus (SCBA) technician responsible for the maintenance and repair of all SCBA units.

All vehicles have been serviced two times during the year 2010. The service consists of grease, oil, oil filters, tune-ups, as well as brake inspections and maintenance. All vehicles have had a Registry of Motor Vehicles State Inspection, as well as, a DOT federal inspection. All vehicles have been winterized with antifreeze. All tire chains have been repaired or replaced. All four Hurst Tools have been serviced and hydraulic pressures set according to factory specifications. All portable generators and pumps have been serviced and checked. The air compressors at both stations 4 and 5 have been serviced and tested. Four air samples on both compressors have been taken. All aerial ladders and tower one have been tested. All fire pumps have been tested and certified by Underwriters Lab. All fire hose have been tested. 15 ground ladders have been tested. A new K2 Toyota Prius have been received for Fire Prevention. A new Quint 5 has been received replacing Engine 5 (Sutphen) which will become a spare vehicle. Engine 4/ladder 4 major refurbishment has been done and is now back in service. A complete new Hurst Tool for Quint 5 has been received. Two new high pressure Hurst Tool cutters have been received for Ladder 2 and Tower 1. All Hurst Tool hoses have been replaced with streamline hoses. three new cameras have been

received for Ladder 2, Tower 1, and Ladder 4/Engine 4. Rescue 1 has been ordered and is expected spring 2011.



Quint 5 arrives - April, 2010

Fire Alarm Division

In 2010, the 911 Communications Center received two grants from the State 911 Department totaling over \$152,000 to cover approved training, overtime, and equipment expenses.

The Communications Center hired and training two new dispatchers who graduated from the State 911 Department Public Safety Communicators Academy in July. A third dispatcher was hired in December and will graduate the academy and begin a probationary period on February 11th. All dispatchers have earned and maintain National Emergency Medical Dispatch certifications by completing the basic training course and earning continuing education credits in subjects directly related to public safety emergency response.

The Fire Alarm Division completed the phase-out of Keltron fire alarm signaling equipment and connected and tested the Town's four circuits with the new Vision 21 signaling equipment purchased and installed with money awarded in grants over the past two years. All the dispatchers were trained on the operation and maintenance of the new system.

Plans are underway to select a vendor to supply all new ergonomic communications center dispatch furniture with modular dockers, rack-mounted consoles, integrated cable raceways, and dual linear electronic monitor and keyboard lifts. An April installation is planned and the costs of the update will be funded by grant money saved, in part, by controlling overtime expenses.



Public Safety Communications Center

The Fire Alarm Division continues to employ top qualified dispatchers trained to the highest standards, and equipped with the best equipment to serve the citizens and visitors to Brookline.

BUILDING DEPARTMENT

Michael Shepard, Building Commissioner

The Building Department is charged to oversee all construction, alteration, repair and demolition throughout the town. The Department reviews and issues permits for construction, repair, remodeling and demolition and also issues certificates of inspection, compliance and occupancy. The Department staff enforces the State Building Code as well as by-laws and regulations related to zoning, building, plumbing, gasfitting, electrical, fire safety, sprinklers, accessibility, noise, signage, preservation and demolition. The Department performs annual inspection of lodging houses, places of assembly, parking facilities and common victualler locations prior to their license renewal.

The Department is also responsible for the repair and maintenance and capital improvement programs for town and school buildings. The Department is responsible for the daily operation of the Town Hall, The Health Center Building and the Police Station.

The Building Department issued 5,916 permits in 2010. There were 10 new buildings built, and 959 alteration permits issued along with an enormous number of other permits issued for various other types of building construction.

During 2010 the Building Department staff continued to take advantage of continuing education courses offered by the Board of Building Regulations and Standards. These courses help assure that inspectors are well versed in code changes as well as their timely implementation in Brookline. During February, new permitting software, GEO/TMS, was implemented. Numerous training exercises were conducted by the IT Department as well as the software provider. This new permitting software includes exciting new options not available before, such as instantaneous posting of permits on the Town website. Looking forward, we are excited about the possibility of an on line application for certain permits as well as the ability to pay for permits by credit card. At the 2010 Annual Town Meeting, the new "Stretch" Energy Code was voted. Compliance was optional until 1 January 2011. Continuing education classes on the Stretch Code are provided for inspectors by the Board of Building Regulations and Standards and classes are being provided for interested parties, including contractors and homeowners, at Town Hall.

The following major projects took place in 2010:

Work was completed at the Putterham Library including the installation of photo-voltaic panels which will help reduce our carbon footprint. The contract for the major renovation/addition to the Runkle school was awarded and remediation and demolition work is underway. Planning is underway regarding an addition and upgrade to the Heath school. It is anticipated work will be completed in time for the fall, 2012 school opening. The first phase of the waterproofing project at the Town Hall/Library garages was completed. This work was undertaken during the summer to lessen the impact on nearby properties.

The following permits and certificates were issued in 2010

Permits Issued:	5,916	Certificates Issued	270
Building	1,947	Builder's License	50
Electrical	1,313	Inspections:	
Plumbing	1,183	Common Victualler	142
Gas Fitting	832	Lodging House	48
Mechanical	296	Violation Notices	28
Sprinkler	17	Court Complaints	9
Occupancy	211	Board of Appeals Cases	58
Other	117		

Public Buildings

The Public Buildings Division of the Building Department is responsible for all repairs, maintenance, rehabilitation and general upkeep of all Town and School buildings. The support staff provided services to all the Town and School buildings. The Division uses its small staff for all most emergency calls, small to medium size projects and completion of those items left over from larger projects. Generally large-scale projects and preventative maintenance is performed by outside contractors. Also, specialized services such as burner/boiler maintenance, fire alarm and glazing services are performed by outside contractors. We monitor buildings through energy management systems – 36 in total now. Approximately 2,000 service orders were issued last year to outside contractors.

The Building Department continues to work with the School Administration to find and create space for the ever growing school population. Additional classroom capacity was made at Baldwin, High School, Driscoll, and New Lincoln Schools. More temporary work is planned for the summer. A permanent addition is required for the Heath School and plans are underway to start work in the summer of 2011. The Runkle School renovation continues to be on schedule with an anticipated completed date of August 2012. In the meantime, the Old Lincoln School was set up as the temporary location for the Runkle School. The Old Lincoln School has saved the Town millions of dollars over the years playing a vital role in swing space for renovation projects.

The Building Department has been working with the Planning Department and the Selectmen's Office to officially have Brookline recognized as a "Green Community." Work is ongoing with energy improvement projects that have saved the town millions of dollars over the years. We continue to work with NSTAR and National Grid by participating in their rebate programs which allow conservation projects to be partially funded by the utilities. The Building Department received a no cost energy audit of 10 buildings done by the Mass Department of Energy Resources.

With Runkle and Heath School renovations underway, the next school to be looked at will be the Devotion School. A study is underway to explore what opportunities are at the site including locating the Extended Day Programs. Costs are estimated at \$75 M.

The Building Department worked with both the IT Department and School Department to replace existing phones and install new VOIP phones that in the long run will save the town money.

The Baker had its sinks replaced in the kindergarten area. Also, the keycard system was expanded to include more doors to allow for more security.

The Baldwin School Winthrop Program for the High School was extended to include the 9th grade. The children's program was relocated within the building to allow more space to be utilized by both programs. A keycard system was installed reutilizing the system that was taken from the Runkle School.



New sinks at Driscoll and a new auditorium at Devotion

The Devotion School is in need of space. New walls/doors were installed in the science area to carve out two separate areas. The Auditorium at the Devotion School was upgraded to include new paint,

ventilation and a new handicap accessible stage. The A/C system that was installed in the auditorium was recycled from the Runkle School. Many classrooms were re carpeted in order to keep up the spaces and provide a safe, clean environment. The Driscoll School had a classroom renovated for the Pre K program. In addition, a new conference room space was made. Plans are underway to divide the Art room and possibly relocate that program.

The Heath School had many of its classrooms moved around to provide more teaching spaces. The rear computer room was divided. Part of the space became the teacher's workroom. The old teacher's work space became a new office. The old office space and adjacent room became the new BEEP Space. The old BEEP space became a new classroom.

Lynch Recreation Center had a new keycard security system installed. Carpeting was replaced that was damaged during the floods.

The New Lincoln School had a new computer classroom created out of space in the former Industrial Arts location. This allowed for the computer room upstairs to be used as a new classroom. The air conditioning came from the Runkle School. The auditorium and cafeteria floors were upgraded/replaced.

The Pierce School is looking to add at least one or possible two classrooms over the summer of 2011. Plans are underway with a study team to locate the most advantageous location in the building.

The High School had the old greenhouse space turned into the BEEP offices. This allowed the old BEEP office to become a new classroom. Many area of the High School were painted as well as new flooring was installed. In March, there were severe rains which caused damage to many buildings. The PE and UAB building in particular were hit hard. Repairs were done to walls, flooring and ceilings. Insurance monies paid for this work in full. Also, pumps were installed to alleviate this flooding in the future. It is anticipated that these costs will be reimbursed by the Department of Homeland Security.

The Town buildings had the same type of jobs performed on them as the Schools.

The Main Library had a water infiltration issue corrected over the summer. Phase One of a 3 phase project started with the garages located at the Town Hall complex. Repairs were done to the Main Library and Town Hall lower garages. Parking was re-assigned to the Pierce School garage for the summer. Phase Two is expected to begin in the spring of 2011.

The Soule Recreation Center building had its upper offices and kitchen remodeled and modified for a better use by the staff. It is expected that this work will continue. The Soule Gym was painted. A new ADA Family Changing Room was created out of an existing bathroom at the Pool. New dividers were installed in the showers.

The Highway Garage had flooring in its offices replaced. The Building Department is working with the DPW on a feasibility space study that will look at shops for the Building Department as well as working space for the DPW.

At Fire Station No 1, a new fuel tank was installed replacing the existing 50+ year old tank. New kitchens were installed at Fire Station Nos. 4 & 7. Walls and floors that were damaged in the March floods were repaired and or replaced. At the Public Safety Building, the offices had new carpeting installed plus new offices were built for staff.

A number of keycard systems were expanded in the schools and Town buildings. The Principals can modify, as they see fit, the access to their buildings through the access control system. This allows for flexibility.

Building Commission

The Building Commission manages all Capital Improvement Program projects with respect to public buildings including negotiating contracts, approving payments and change orders, and working with user groups to define the needs and scope of projects within the budgets as determined by Town Meeting. The five members of the Commission are appointed by the Board of Selectmen.

Projects usually involve a planning or feasibility stage, in which the Commission assists the user group in identifying program and infrastructure needs. Once funding is secured, the project then moves into design and the subsequent construction phase. Two full time staff people support the work of the Commission, as well as one temporary full time staff person on site at Runkle School during its renovations.



Building Commission
L-R: Michael Shepard, Ray Masak, Janet Fierman (chair), Ken Kaplan, Donna Martinez,
Charlie Simmons, George Cha, David Pollak, Tony Guigli & George Cole

During calendar year 2010, efforts on the Runkle School Renovations and Additions continued with the design team led by Design Partnership of Cambridge continuing Design Development through bid documents. Zoning issues continued to be addressed with the approval of zoning relief achieved in 2010. Staff assisted Town Counsel and others in securing a Project Funding Agreement (PFA) with the Massachusetts School Building Authority (MSBA) in late summer. Building Department staff coordinated, planned and implemented the move of Runkle School staff and operations to the Old Lincoln School in the summer. This move was a significant undertaking and involved multiple Town Departments including the School Department, many different vendors and required careful coordination and synchronization.

The culmination of all of these milestones led to the bidding of the project in late summer and fall. In November a contract was signed between the Town and G&R Construction of Quincy, Massachusetts. By the end of the calendar year, the contractor had mobilized on site and began investigative work, site clearing, hazardous materials abatement and selective demolition. Just prior to the start of construction the Town hired a well qualified on-site project representative to act as the Town's day-to-day liaison for construction activities.

On other school matters, the Commission and staff responded to the needs of the School Department to address burgeoning enrollment issues. This included the addition of five classrooms at Driscoll School within the existing building footprint as well as a much more ambitious effort in to add new classrooms, other program space and an expanded cafeteria at Heath School. The Commission and staff worked with the School Department and the Massachusetts School Building Authority to discuss the needs of the Heath School and conduct a facility assessment. At the end of March, this resulted in the MSBA approving a feasibility study. In the ensuing months, a Building Department staff person was approved as

Owners' Project Manager and in early November, Miller Dyer Spears was selected as the architect. In mid-December the feasibility study and preferred design was presented to the MSBA.

Early in the year a contract was signed with Desman Associates to provide design services for the three year, three phase Town Hall Garages Repairs project. The first phase, repairs to the Library Garage, was bid in spring. Work commenced in the summer and was substantially complete by Labor Day. Phase II of this project involves repairs to the Pierce Schools Amphitheater. Recognizing replacement of the amphitheater in-kind may not best meet the needs of the School, the Commission began working with the School Department and design team to consider options. By the end of the year, schematic design work began on possible "greener" and more programmatically acceptable alternatives with the addition of a landscape architect to the design team.

Next Phase Studios was hired by the Town to design roofing work and a PV Array at the Putterham Library. The project was bid and work commenced in the summer and was substantially complete by late fall. Also in this time frame, the waterproofing repairs to the Main Library was bid and work was completed over the summer.

Other work included completion of a study outlining needs in Town's Fire Houses to make them more suitable for modern firefighting apparatus, and design and restoration work on the Civil War Memorial Tablets.

In summary, calendar year 2010 saw some successes as well as challenges and opportunities for 2011. The Building Commission is prepared to meet the challenges and continue to maintain high quality in the design, construction and renovation of Town and School buildings.

Board of Examiners

The Board of Examiners was established under the Town of Brookline Building Code. Today this Board is established under the Massachusetts State Building Code. The Board consists of three members (an engineer, an architect, and a licensed contractor) all appointed by the Board of Selectmen. Presently, the Board members are Barnett Berliner, and Fred Lebow. The Board meets when required to hold licensing examinations to ensure that all work in the construction, alteration, removal, or demolition of buildings or structures in the Town is performed by qualified licensed persons. All of the meetings are conducted under the Open Meeting Law which requires notice of such meetings be posted to the public and that accurate records of the Board's proceedings be maintained.

During 2010 a total of 50 licenses were renewed.

DEPARTMENT OF PUBLIC WORKS

Andrew M. Pappastergion, Commissioner

The Mission of the Department of Public Works is to provide efficient, effective and economical services to the citizens of the Town at the desired level and in compliance with all applicable federal, state and local laws and regulations. This is accomplished through the efforts of a well-trained workforce and the leadership of a very competent and accountable professional staff.

The Public Works Department is responsible for all endeavors relating to planning, designing, operating, maintaining, and managing public ways, park lands, open space, public grounds, town cemeteries, water distribution systems, sewer collection systems, storm drain systems, and the collection and disposal of solid waste and recycling. The Department also provides engineering support services and motor equipment maintenance services to all town departments.

In January 2010, the Board of Selectmen appointed Andrew M. Pappastergion as the Commissioner of Public Works. Mr. Pappastergion previously served the Town as the Director of Water & Sewer and the Deputy Commissioner. Mr. Pappastergion continued to work towards the goals he set forth for the Department, including the completion of Department-wide computer automation, accreditation through the American Public Works Association, and the implementation of the new Single Stream Recycling Program which began in early October.



Andrew M. Pappastergion, Commissioner

Management

The Department of Public Works (DPW) divides its multiple responsibilities for the management, maintenance and operations of the Town's infrastructure among five principle Divisions: Administration, Engineering and Transportation, Highway and Sanitation (including Fleet Service), Parks and Open Space (including Forestry, Conservation and Cemetery) and Water and Sewer.

Overseeing each of these Divisions is the Commissioner of Public Works. Together with his management team, the Commissioner establishes both long and short-term policy direction, forecasts annual operations and capital budgets, and structures departmental management and staffing.



DPW Directors Phil Trainor, Erin Gallentine, Commissioner Andrew Pappastergion, Peter Ditto & Kevin Johnson

Excluding Administration, each Division is headed by a Director, charged with staff, budget and management responsibilities that are tailored to the specific public resource under their jurisdiction. Peter Ditto serves as Director of Engineering and Transportation, Erin Gallentine serves as Director of Parks and Open Space and Kevin Johnson serves as Director of Highway & Sanitation. Philip Trainor, Operations Manager for Water & Sewer was appointed to serve as interim Director of the Water and Sewer Division.

For purposes of departmental scale, Brookline DPW employs approximately 168 full-time, permanent individuals and has an annual operating budget in the order of \$12.8M, excluding the Water and Sewer Division, which is operated as an enterprise with an annual budget of approximately \$24.5M. In addition, DPW Capital Improvement appropriations totaled \$9.3M (including the Water and Sewer Division, in this case) for fiscal year 2010, with a large percentage of that funding, some \$1.4M, dedicated to the Parking Meter System Replacement Program.

Middle Management

While each division within Public Works is lead by a Director, the mid-level management structure includes Operations Managers, a Fleet Maintenance Supervisor a Tree Warden/Conservation Officer, and a Transportation Administrator, all of which provide support and assistance to the management team.

Administrative Team

The Administrative staff is lead by an Administrative Manager and is critical to the daily functions of the Department of Public Works. Situated in Town Hall and at the Division locations, the Administrative staff provide support to the entire department.

These individuals provide customer service, answer inquiries regarding billing, recycling/compost bins, refuse & recycling pick up, queries regarding work schedules and permit issuance, all while maintaining employee payroll and departmental budget/billing records. All invoice payments, requisitions and purchase orders are facilitated by the administrative staff.

Public Guidance and Governance

Brookline citizenry play an integral role in Town management, programming and politics through an appointed structure of official Boards and Commissions. The Department of Public Works operates within this vein of public participation, supporting the roles of specific project advisory or selection committees, targeted task forces, and boards or commissions with certain mandated authorities or controls. The following boards and commissions, whose memberships are appointed by the Board of Selectmen, work on a permanent and prescribed basis with various Public Works Divisions: Park and Recreation Commission; Tree Planting Committee; Conservation Commission; Transportation Board; Solid Waste Advisory Committee; and the Trustees of Cemeteries.

2010 Highlights

Meet the Commissioner Night

Residents attended this special forum to meet the new Commissioner of Public Works, as well as to address questions, concerns, and comments regarding the operations of the Department of Public Works. This event is held annually prior to Town meeting for a more in-depth discussion of issues concerning the Department of Public Works.

DPW Day

In May the Town celebrated National Public Works Week with the annual DPW Open House at the Municipal Service Center. Over 400 third graders participated in the field trip. The Open House continued through the day with over 600 families in the community touring the facility. Each Division within the Department of Public Works set up stations to demonstrate their role in the community. The annual event gives school children the opportunity to interact with DPW employees and equipment, provides education on a variety of plants provided by the Parks Division, as well as the opportunity to learn about what's under the street and where the water and waste travels with the Water and Sewer Division.



Students with Water/Sewer Director Phil Trainor Commissioner Andrew Pappastergion, Town Administrator Richard Kelliher & Superintendent William Lupini



**The children learned about composting, and how to plant
Each child received a plant to bring home.**

The Engineering Division educated and demonstrated to the children why the Town surveys land and how field measurements are taken using the measuring wheel.



Children using the measuring wheel

The Open House extended through the day for all Brookline families. The children had the opportunity to view many different kinds of equipment and trucks used by the DPW.



Consolidation of the Systems Administrator to the Information Technology Department

The Department of Public Works made an operational change, consolidating the Systems Administrator into the Information Technology (IT) Department. The Department now works with the IT Department to continue to move to the forefront implementing and maintaining the Cartegraph Work Order system, the Kronos Time and Attendance system, and the Fuel Master tracking system for all Town vehicles.

American Public Works Accreditation Program

The Brookline Department of Public Works continues to gather accreditation documentation required as part of the accreditation process through the American Public Works Association. The process is nearing completion and a visit by the APWA accreditation team will take place during 2011. The purpose of the APWA accreditation program is to provide a means of formally verifying and recognizing public works agencies for compliance with the recommended practices set forth in the Public Works Management Practices Manual. It is a voluntary, self-motivated approach to objectively evaluate, verify and recognize compliance with the recommended management practices. This accreditation program is an intensive effort which when completed is intended to strengthen the operational and procedural capabilities of the Department.

HIGHWAY, SANITATION AND FLEET SERVICES DIVISION

The Highway, Sanitation and Fleet Services Division are structurally divisible into four independent, though cooperatively functioning units: Highway, Sanitation, Fleet and Facility Services and Traffic Systems.

Highway

The Highway unit is responsible for the maintenance of more than 220 lane miles of asphalt roadways and 150 miles of sidewalks of varying surface types. In this past calendar year Highway continued its effort to make intermediate repairs to roadways and sidewalks in an effort to preserve their surface integrity for the safety of the public and to keep them clean and more aesthetically appealing. The unit continued its program of working in conjunction with contractual services to accelerate the replacement of sidewalks in areas of the Town where pedestrian traffic is heaviest and the sidewalks are in an advanced state of deterioration. In addition to the surface repair of streets and sidewalks, the Highway unit is responsible for the public pathways, municipal and school parking lots, paved play areas, along with other roadway appurtenances including curbside benches, litter baskets, fencing, and guardrails as well as clearing of snow, sand, leaves, litter, graffiti, and other unwanted debris from public ways and facilities.

HIGHWAY STATISTICS

Bituminous Concrete	575 tons
Concrete	640 cubic yards
Leaves collected	3584 tons
Street sweeping	1454 tons
Waste Concrete, Asphalt & Gravel	3875 tons
Snow Storms / Events	18
Snow Accumulation	57.6"
Household Hazardous Waste Day	1106 resident participants

2010 Accomplishments

Collaborated with the Engineering & Transportation Department to bid out a RFP for a Test Pilot program to install LED cobra head street lights in South Brookline.

Successfully completed the installation of the multi-space meters at various Town locations with in-house resources. This task consisted of 89 foundations and 2,100 linear feet of underground conduit and 39,000 linear feet of wire.

As in the past several years, the Highway Division continues Sidewalk Replacement. The Town Highway crews placed a total of 640 Cubic yards for 2010. The replacement remains stable through training, cross-training, sound equipment and a dedicated workforce. The ability to sustain this level of productivity is based on funding to purchase concrete and maintaining existing manpower levels.



Multi-Space Meter

Goals 2010

- Continue with the sidewalk replacement program through the use of Highway resources;
- Document all day-to-day activities through the use of the Catergraph work order system;
- Install 45 new LED lights and continuing monitoring of the pilot program;
- Install new signage for the 89 Multi-Space Meter locations;
- Power and maintain all 89 Multi-Space Meters; and
- Troubleshoot and repair poorly conditioned fire alarm infrastructure.

Sanitation

The Sanitation Unit is responsible for the provision of residential solid waste collection and disposal services for 13,271 residential customers and a recycling and recovery program that includes the annual collection of residential household hazardous wastes.

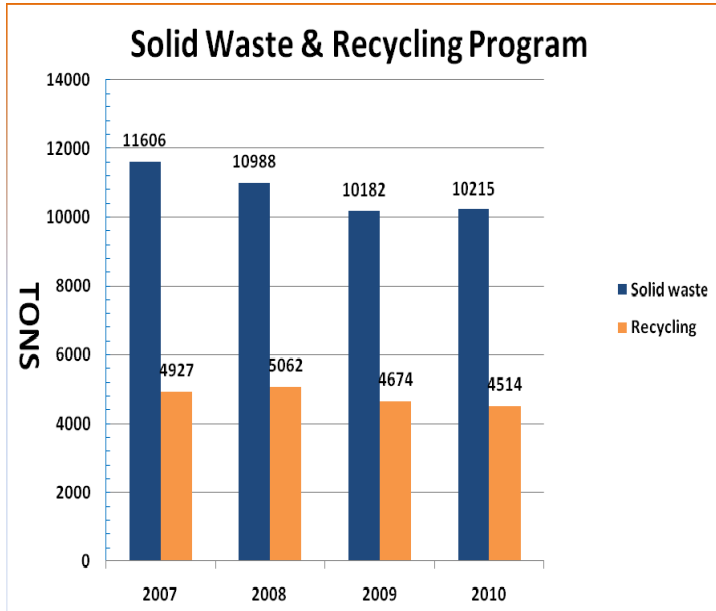


2010 Accomplishments

The Highway & Sanitation Unit successfully bid out a Request for Proposals and negotiated and contracted with Waste Management for curbside pickup of totes for single stream recycling.

Successfully contracted out a bid to manufacture and distribute 13, 500, 65 gallon totes to all customers on Town Collection Service.

Sanitation Statistics 2010



SOLID WASTE CODE ENFORCEMENT PROGRAM	
Solid Waste Complaints Received (Approx)	290
Inspections/Re-Inspections	750
Solid Waste Warnings Issues	305
Solid Waste Tickets Issues	355
Order Letter Issued	-0-
TICKETS RESULTING IN COURT ACTION	
Dismissed by Court/Issuing Inspector	1
Number of Tickets Outstanding	0
Total Amount of Fines from Outstanding Tickets	0
Total Number of Tickets Paid	50
Total Amount of Fines Collected	\$4,500
Number of Waste Haulers Permitted	43
Waste Hauler Permit Fees Collected	\$18,960
SNOW ENFORCEMENT	
Complaints	22
Warnings	62
Fines	3
Dismissed	2



Solid Waste Advisory Committee

Fleet and Facility Services Unit

The Fleet and Facility Services Unit is responsible for the acquisition, inventory, inspection, maintenance and disposal of all mechanized Public Works equipment, with the exception of the Water and Sewer Division's equipment. The Fleet Services Unit also maintains and inspects all other automotive / truck equipment within the Town except for equipment operated by the Fire Department. In addition, this Unit assists in the administration of the Town's taxi licensing and inspection program, as well as the routine physical maintenance of all Department of Public Works buildings, including garages, office, and storage facilities town-wide.

Fleet and Facility 2010 Accomplishments

A strong and continued emphasis on technical training has benefited the unit enormously. By utilizing vendor and manufacturer relationships, technician training has been increased at minimal or no cost to the Town. The increase in training hours has directly improved technician efficiency and productivity.

Over the past year, Fleet Services has concentrated on improving communication, scheduling and routine maintenance programs with all Town departments, resulting in better and more efficient vehicle maintenance.

The Unit continued to standardize its vehicle procurement specifications. Adhering to recent standardization guidelines, new and environmentally friendly vehicles are being acquired and utilized.

In conjunction with the Transportation Division and publicly appointed Transportation Board, the bi-annual taxi cab inspections were completed.

The Unit continued to operate two shifts. This enabled the unit to better serve the needs of all departments. Operating two maintenance shifts during the day improved response time to breakdowns and drastically reduced vehicle downtime.

In-House cross training of technicians continued. Training technicians on the repair and maintenance of all town equipment enabled the staff to be more versatile and efficient.

Goals 2010

- To further enhance the utilization of Cartegraph's fleet maintenance module.
- To have the DPW radio system narrow band compliant by 2012.
- To continue to improve technician efficiency.
- To work closely with all Town departments in regards to their vehicle maintenance and procurement needs.

Traffic Systems Unit

Brookline's Traffic Systems Unit is responsible for the maintenance of traffic signals, parking meters, pavement markings, ornamental and utility street lights, fire alarm boxes, signs, and graffiti. In total, this inventory is comprised of approximately 1,120 individual signals, all street lights, 2,500 parking meters, 28 school zone warning lights, 8,000 signs, 229 master fire boxes, 302 street fire boxes, 100 miles of over head wires, and pavement markings on more than 200 lane miles of streets throughout the Town.



LED Cobra Head Street Light

During fiscal year 2010, along with daily, weekly, and monthly maintenance routes, the division executed work orders issued by the Transportation Division for regulatory sign installation, pavement markings and parking meter modifications. New to this unit's responsibility is the maintenance of 89 multi-space meters and the installation and maintenance of 45 LED cobra head street lights.

2010 Accomplishments

Continued maintenance of the signalized intersections, flashing beacons and school zone flashers.

The maintenance of parking meters is a daily task. The Traffic Systems Section during fiscal 2010 responded to and repaired over 3,805 requests. The Traffic Systems personnel also removed and installed parking meters in areas where Highway maintenance and Engineering construction projects were to take place.

The Town continues to upgrade street signs, stop signs and poles to meet current M.U.T.C.D (Manual of Uniform Traffic Control Devices) standards of text size and retro-reflectivity. The Traffic Division completed 42 work orders from the Transportation Division (120 sign total) and repaired or replaced 310 signs due to knock downs or faded signs. The Traffic Division has worked with the Engineering Division on a program to standardize pavement markings throughout the town. Part of the program is utilizing new marking products like 3M inlay tape and logos.

Continued maintenance of street lighting this includes ornamental, park, path and standard street lighting totaling over 4,000 lights.

In conjunction with other departments, the Unit plays a major role in the planning and executing of several major events throughout the year (Boston Marathon, Flag Day Parade, Walk for Hunger) to name a few and several minor events. Placing and removing all flags and banners on poles throughout the Town for different Town or private events is a common task.

Continued maintenance of fire alarms, this includes master boxes, street boxes and 100 miles of cable wire.

WATER AND SEWER DIVISION

The Water and Sewer Division operates and maintains the Town's water and wastewater utility systems consisting of 355 miles of piping and appurtenances that provide the entire population with reliable drinking water, for both domestic use and fire protection, and for the collection of sanitary sewage and storm water drainage. The operation of all three systems is done in strict accordance with all federal, state and local laws, ordinances and regulations to promote the health and welfare of the community.

Under the leadership, of Philip M. Trainor, interim Director, the Division's administrative staff efficiently and courteously handles all water and sewer business functions, including payroll, accounts payable, licensing, permitting and customer relations. Over 2,000 requests for information and assistance and nearly 40,000 utility service invoices are processed annually, with over 1,500 billing complaints and inquiries investigated and resolved. In conjunction with the metering section, Division staff service and maintain 10,288 water meters. During 2010, the Administrative staff reviewed and processed 40 applications for licensed drain layers and issued 62 permits for repairs to sewers and drains.

Water Distribution System

Components of the water distribution system include 135 miles of cast iron and ductile iron pipe, 2,027 line valves, 1,555 fire hydrants, 10,808 service connections and water storage facilities. During 2010, the Division installed, repaired or replaced 188 service pipe connections, repaired 44 service and main leaks and repaired or replaced 53 fire hydrants, generating a revenue of \$23,697. In addition, the Division conducted 70 fire flow tests yielding \$17,500 in revenue. Emergency response was provided for 721 service requests and 418 complaints were investigated and resolved for water quality, water pressure, and leakage problems. The Division purchased 1,874 million gallons of water from the Massachusetts Water Resources Authority (MWRA), representing a decrease of 1.75% over 2009, with an average daily usage of 5.134 million gallons and a maximum daily usage of 6.92 million gallons. Retail water sales generated \$10,309,451 in revenue.

The Division's Cross Connection Control Program, established in 1989 pursuant to the Drinking Water Regulations of the Commonwealth of Massachusetts, has inspected all high and moderate high risk facilities throughout the Town and identified 1,982 violations requiring the installation of 1,104 backflow preventers devices on irrigation systems, fire sprinkler systems and high hazard plumbing systems. Annual testing of these devices by Division staff is mandated by state regulations and yielded \$66,072 in revenue in 2010.

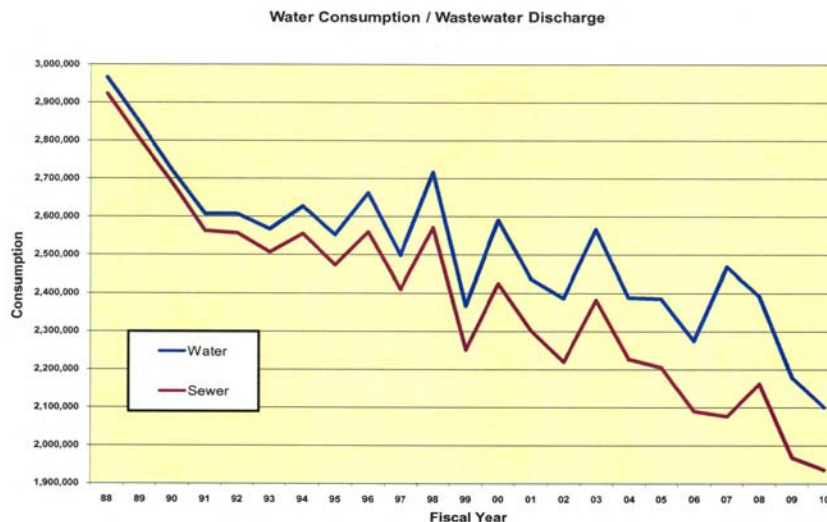
Waste Water Collection Systems

The wastewater collection system is made up of two independent pipe networks. The first consists of 104 miles of separated sanitary sewer and seven miles of combined sewers that discharge through four sewer districts to the MWRA interceptors for treatment at Deer Island. The second system comprises 101 miles of storm drains that collect runoff and roadway drainage from 3,296 catch basins and discharge through twelve drainage districts to the Muddy River, Saw Mill Brook, Stony Brook and the Charles River. The major part of both systems was constructed between 1880 and 1930 and includes pipe sizes from 6 inch to 150 inch in diameter.

During 2010, emergency assistance was provided for 172 requests involving broken, plugged or backed up sewers and drains as well as the repair of 46 blockages. Structural repairs were made to 143 catch basins, sewer and drain manholes. 2,302 catch basins were cleaned generating 2,025 ton of sand, sediment and debris. The Division discharged 4,281 million gallons of wastewater to the MWRA sewer interceptor during 2010 resulting in an average daily flow of 11.73 million gallons which was a 11.6 % increase over the total discharge of 2009. Total operation and maintenance costs for wastewater collection were offset by \$12,858,083 in revenue generated by the sewer use charge, which is assessed based on metered water consumption.

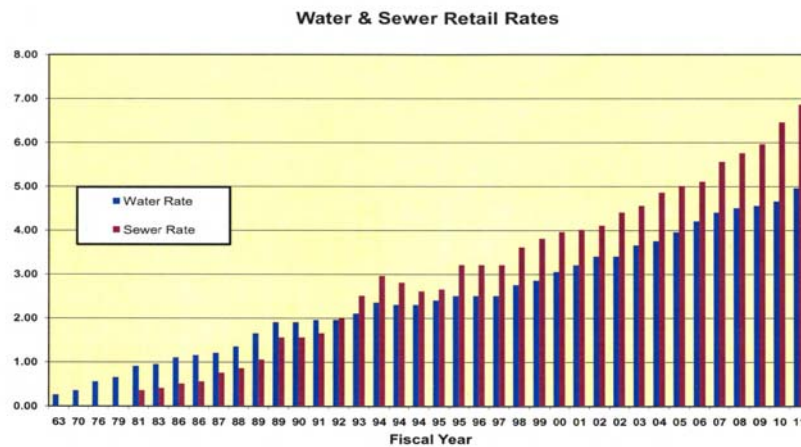
The recommendations of the 1998 Wastewater Systems Master Plan continue to be implemented. Construction projects to correct sewer system deficiencies have been identified and categorized as structural improvements, sewer and drain separation, infiltration reduction, 40 hydraulic capacity restoration and cleaning and TV inspection to identify areas for further investigation and maintenance. Projects are designed and constructed with the overall goals of eliminating sewerage backups into homes and businesses, preventing costly system failures and lowering MWRA wholesale sewerage discharge costs.

During 2009 and 2010 construction was completed on the Phase 1 section of the Sewer Separation Project. Phase 2 construction is scheduled to begin in early 2011 on the MWRA funded project in the lower Beacon St area. The grant funds were made available as part of a federal court order to MWRA requiring the reduction or elimination of combined sewers currently within the town and significantly reduce the total wastewater flows discharged to MWRA interceptors for treatment at the Deer Island plant.



As a result of increases in debt service for local wastewater projects and increases in MWRA wholesale assessments for water supply and wastewater disposal, the Board of Selectmen increased the retail

water rate from \$4.65 to \$4.95 per hundred cubic feet and the sewer use charge from \$6.45 to \$6.85 per hundred cubic of water consumed. The new rates represent a combined increase of 6.3% and were effective July 1, 2010.



Representation to the Massachusetts Water Resources Authority (MWRA) was provided by Charles Barry of the Engineering Division, who serves as the Town's designee to the MWRA Advisory Board. In addition, Andrew M. Pappastergion, Commissioner of Public Works, is the elected member of the MWRA Board of Directors serving in his fifth consecutive 3-year term representing the 61 cities and towns of the Metropolitan Boston service area.

On Saturday May 1st, 2010 The MWRA had a major break in a section of pipe that connects the Metro West Tunnel to the Boston City tunnel. This leak affected 30 communities in the Greater Boston area including Brookline. Brookline Water and Sewer received an alert from MWRA at 12:00 noon informing us of the problem and what the recommendation would be in order to keep the citizens of Brookline safe, and the affect this problem would have on our water system. We immediately brought Water and Sewer Division crews in to shut off water to all public drinking fountains in playgrounds and to shut off all Town irrigation systems to conserve water. At 4:00pm on Saturday, the MWRA had instructed all communities affected by this major leak to boil their water and also issued a ban on all non-essential water use until further notice. At 6:00am on Sunday May 2nd, The Brookline Water and Sewer Division was instructed to start taking water samples from their usual 17 sampling sites and to deliver them to the MWRA labs in Chelsea for analysis. This task was repeated several times over a three day period until the water was declared safe to drink.



Water & Sewer Employees Distribute Water

On Monday May 3rd, The Town's Emergency Management Team acquired 2,000 cases of bottled water for distribution to elementary schools, and also handed out cases of water in front of the Brookline High School to town residents who were in need of water until supplies were exhausted. On Monday May 3rd, the MWRA had repaired the leak and the pipe was ready for pressure testing and flushing, and on Tuesday May 4th, at 6:00am the boil water order was lifted, and the water was declared safe to drink.

Between May and November 2010, the Dean Rd. Bridge was totally disassembled and reconstructed. In the Dean Rd. Bridge are two water mains a 10 inch and a 12 inch in size. These two water mains had to be removed and relocated in the new bridge. This required that the existing two mains be shut off, cut and capped at both ends of the bridge and were to remain out of service for about six months while the new bridge was reconstructed to a point where they could be returned to service. When the bridge was constructed to a point where the two new water mains could be activated, they had to be insulated, pressure tested and connected via two new gate valves at either end of the bridge.



Two new gate valves Dean Rd. Bridge

PARKS AND OPEN SPACE DIVISION



Park and Recreation Commission

The Mission of the Parks and Open Space Division is to develop a clean, green, safe, accessible and well maintained network of parks and open spaces for both passive and active recreation that preserve the historic integrity and cultural significance of Brookline's landscape.

The Parks and Open Space Division, in conjunction with the Park and Recreation Commission, Conservation Commission, Tree Planting Committee and Walnut Hills Cemetery Trustees, is responsible for the design, development, maintenance and management of over 600 acres of public open space, comprised of 38 parks and playgrounds, four sanctuaries, 10 public schools, land around 15 public buildings, five public parking areas, two cemeteries, 41 traffic islands and over 11,000 street trees throughout the Town. The Division implements an aggressive maintenance program on 24 multi-use playing fields, a safety inspection and repair program for playground structures at 22 parks and 10 schools and ongoing maintenance, painting and repair at 25.5 basketball courts, 32 hard surface tennis courts, and one set of six clay courts. The Division is responsible for seasonal preparations, horticulture improvements, litter pick-up, trash collection, leaf removal, turf restoration, carpentry and fence repairs as well as snow and ice removal during the winter months. In addition, the Division maintains a full-sized outdoor skating facility (the Jack Kirrane Ice Skating Rink), at Larz Anderson Park.

Awards and Recognition

The Town of Brookline Parks and Open Space Division was honored at the annual Brookline Preservation Commission meeting on May 3, 2010 for the rehabilitation of the pergola and stairs at Larz Anderson Park furthering the goal of historic preservation in the Town of Brookline.

Erin Gallentine, Director, and Betsy Shure Gross, Town Meeting Member, represented the Town of Brookline in partnership with the City of Boston, MA Department of Conservation and Recreation, Emerald Necklace Conservancy, Fairsted, and Pressley Associates as planning committee and hosts to the 2010 Annual Meeting of the National Association for Olmsted Parks (NAOP). Members of the organization from around the country, local professionals and advocates were able to collaborate, develop preservation principles for Olmsted parks, discuss maintenance and advocacy, and review best management practices and emerging technologies for mapping and planning.

Operations Update

Liz Scott ably and enthusiastically joined the Parks and Open Space Division team as Park Clerk in July 2010. Liz Scott replaced Maryellen Deane, who served the Town admirably for over 10 years.



**Liz Scott, Park Clerk
Parks and Open Space Division**

Parks, Schools & Public Grounds

The Parks and Open Space Division provides renovation, maintenance and repair of all play equipment, park furniture, walkways, landscaping and fixtures in the Town parks, schools and public grounds. The following highlights 2010 projects:

Winthrop Square

The renovation of Winthrop Square Playground began in the fall of 2010 with completion expected for spring of 2011. Improvements include new play equipment for ages two to five, reworking existing play equipment for ages five to twelve, new concrete walkways, new and refurbished ornamental fencing, tree plantings, and site furniture. Three families and one neighborhood group have generously donated five memorial benches to date.

Juniper Street Playground

An opening celebration for the Juniper Street Playground was held in May 2010, and despite rainy weather the neighborhood turned out to enjoy a clown performance and delicious treats. The park and its new play equipment, spray feature, benches, and picnic table are heavily used and a significant improvement for the neighborhood. The project was funded through the Community Development Block Grant Program.



Juniper Playground Ribbon Cutting



**Benjamin the Clown entertains
Park Patrons**

Olmsted Park

The Division renovated over 10,000 square feet of grass turf in Olmsted Park and replanted areas of the Babbling Brook and shrub beds at the Allerton Overlook where some of the plant material had failed. A significant amount of structural and health pruning took place in all of the shrub beds in the park.

In August 2010, Parks and Open Space Division and the Emerald Necklace Conservancy hosted the Boston Pops Brass Quintet featuring Renaissance Brass and show tunes with works by Bernstein, Williams, Leroy Anderson and Henry Mancini. The event was very well attended and enjoyed by all.



Boston Pops Brass Quintet at Olmsted Park

Riverway Park

The Division applied for federal Community Development Block Grant funds to improve the pedestrian and bicycle path in the Riverway, and received funding that will allow a first phase effort to repave the path from the Longwood Avenue bridge to the town line to the north. Improvements will also include restoration of adjacent lawn areas to correct soil erosion and its negative effect on water quality in the Muddy River. Construction is planned for spring 2011.

Brookline Bikes Beacon and Community Celebration of our Parks

For the second year in a row, the Parks and Open Space Division collaborated with the Bicycle Advisory Committee in hosting a Community Celebration of our Parks at Amory Park, following the annual Brookline Bikes Beacon bicycle parade. The successful event included live music, free ice cream and other refreshments, bike safety checks, and displays by local organizations.

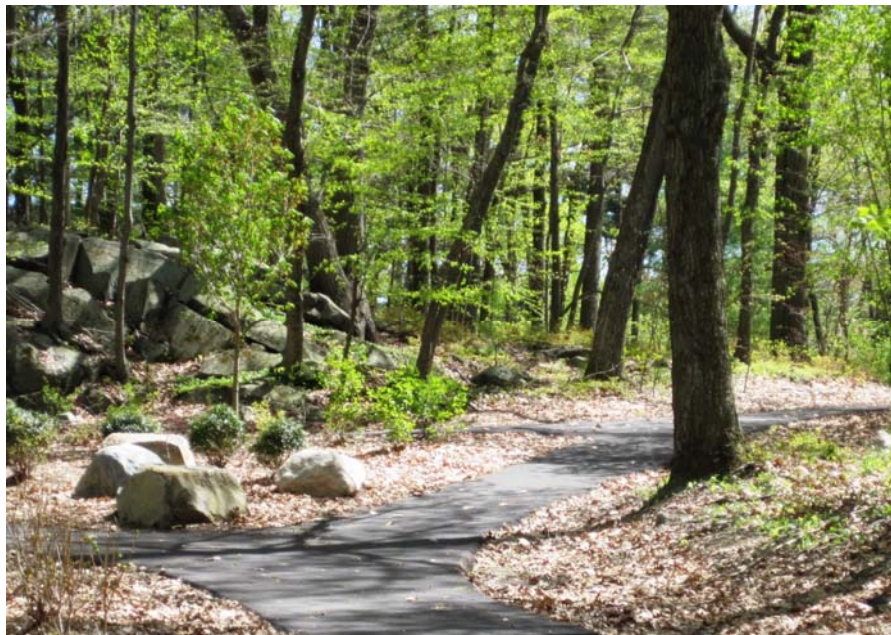


Summer in the Parks Outdoor Movie Series

The Brookline Parks and Open Space Division, and the Brookline Recreation Department proudly presented the popular Summer in the Parks 2010 Outdoor Film Series at the Devotion School Field with a family-friendly Monster Splash theme, and films including "Gremlins", "Beetlejuice" and "Where the Wild Things Are".

Dane Park

The first phase of improvements including a new accessible paved walking circuit, mulched footpaths over natural terrain, a wooden boardwalk overlooking a wet meadow, removal of invasive plant species, planting of native trees and a council ring for outdoor classroom use was completed in the spring of 2010. An opening celebration was held in June 2010 that included refreshments donated by the Friends of Dane Park, accompanied by live classical music, a wildlife exhibit, and a tour of the park.



Dane Park Walking Circuit

Green Dog Program

The Parks and Open Space Division continued efforts to encourage participation in the Green Dog off-leash program, and compliance with rules and regulations, through an updated educational brochure, park signage, program website, communication with Green Dog liaisons from the community, and seasonal park ranger services. At the end of 2010, the Commission and the Board of Selectmen voted to

approve the implementation of an annual fee for program users to partially cover the costs incurred by the program, and to allow the Commission to continue to offer this popular program.

Climate Change and Brookline 2010

The Parks and Open Space Division, as well as the Conservation Commission and the Park and Recreation Commission, joined Brookline 2010 Community Climate Challenge, a year-long initiative jointly presented by Climate Change Action Brookline and the Selectmen's Climate Action Committee to raise awareness about the importance of reducing the carbon footprint of our community. The Division and Commissions committed to taking action to reduce their CO2 emissions, greening their events, and spreading the word about the initiative.

The Muddy River Restoration Project

The spine of the Emerald Necklace, the Muddy River, is a 3.5 mile linear park system that integrates reflecting pools, the Babbling Brook, bike paths, walkways, tree-lined parkways, shorelines, historic paths/steps/bridges and beaches. This unified system of linked parks is one of the most significant historic waterways in the nation.

With increasing regularity, moderate rains necessitate emergency response measures to address storm water overflow. These events inspired a multi-jurisdictional park and public works project to restore the Muddy River's civil engineering structure, flood handling capacity, historic integrity and ecological vitality.

Phase I of the Muddy River Restoration Project addresses flood control, water quality and wildlife enhancement, and historic landscape rehabilitation. The project saw increased activity in 2009 as the Army Corps Engineers moved the project forward and completed Phase I design. The first significant portion of the construction is expected to commence late in 2011. A special thanks to the Massachusetts Delegation and project partners who continue to work tirelessly for additional resources from the federal government to fund the entire project.

MWRA Fisher Hill Reservoir

In the spring of 2001, a Master Planning Committee was established by the Board of Selectmen to evaluate the reuse potential of the 4.8 acre Town owned underground reservoir and the 9.9 acre MWRA Fisher Hill Reservoir site. The recommended use for the state-owned site was a scenic amenity and public park that incorporates an athletic field and passive recreation. The Committee required that the design be compatible with the character of the neighborhood, be handicap accessible, provide a reasonable amount of parking, provide wooded areas for wildlife habitat, protect the historic gatehouse, incorporate an athletic field and provide pedestrian access. On January 7, 2003 the Board of Selectmen established a Design Review Committee to develop a plan and program for the park with associated costs. The Fisher Hill Reservoir Design Review Committee voted to approve the Park Master Plan as presented by the Halvorson Design Partnership after a series of meetings during 2003.

Brookline Town Meeting passed a home rule petition in 2004. Legislation was approved by the General Court in 2007 enabling the purchase of the State surplus Fisher Hill Reservoir; and subsequently DCAM completed a formal appraisal process. In November 2009, Town Meeting voted unanimously to proceed with the purchase of the State-owned site. In 2010, the Parks and Open Space Division applied for and was awarded a competitive federal Land and Water Conservation Fund grant of \$500,000 for the Fisher Hill Reservoir Park project. Funds will be used for land acquisition, site design development and initial construction. As a requirement of the sale of the property, the Town must place a conservation restriction on the property in order to preserve it for open space, active and/or passive recreation. The Parks Division began the process of facilitating this conservation restriction with the Brookline GreenSpace Alliance as an independent third party holder. The Town expects to finalize the purchase and sale of the property in the winter 2011.

Turf Renovation and Improvements

The Division regraded, seeded and rested Soule Upper Field for a period of 6 weeks over the summer. As part of the Town's general field management program, the Athletic Field Supervisor applied:

- 160 yards of compost/sand mixture to all athletic fields to help improve the soil composition and drainage,
- over 10,000 pounds of grass seed to the fields, parks and school grounds; and
- a 60% organic based fertilizer to over 45 acres of field and park turf three times throughout the season.

A design review process was completed for Soule Lower Field for the installation of a synthetic turf athletic field. The field and associated improvements, valued at approximately \$400,000, was donated in full by the Brookline Travel Soccer Club.

School Ground Improvements

Pathway paving and lawn restoration was completed at the Baker School, as well as shrub planting to reduce erosion. These improvements followed upon significant drainage work done the previous year. New court games were painted in the playground.

The Division supported a design review process for a new playground, renovated school grounds and an outdoor classroom at the Runkle School. In addition, select trees and shrubs were transplanted from areas due to be disturbed by the building renovation, and either relocated on site or moved to other parts of town. A significant number were transplanted to Dane Park, where they were a welcome addition. The

hardtop area of the Old Lincoln School was resurfaced and painted to accommodate the temporary use by the Runkle School Community. The hardscape area at the Devotion School was painted and new basketball hoops installed. The Town supported the installation of a new school yard garden at the Lawrence School, raised plant beds at Old Lincoln and plant beds at the Heath School.

Skyline Park

In 2010, the Division supported the Engineering Division with the Phase II Off-site Waste Relocation and Property Restoration Plans along Martha's Lane, Arlington Road and Kensington Circle.

Larz Anderson Park

In the spring 2010, two beautiful white oak trees were donated in remembrance of Joanna and Robert Wexler. Joanna was a former Conservation Commissioner who had a passion for the environment, preservation, greenways, the hills of Brookline and poignant quotes.

In accordance with the horticulture master plan, invasive vegetation between the lagoon and gardens were removed up to the access drive into Larz Anderson Park. Invasive vegetation abutting the athletic field was also removed.

Following the severe rain and wind storm on February 25th, 2010, a portion of the wall at the top of the hill at the overlook towards the city failed. The wall was repaired by Park Landscape Associates Inc.

Paul Pender Rotary

Under a tapestry of color from the many spring annuals and seasonal perennial flowers, the fully renovated Paul Pender Rotary was dedicated to Mr. Paul Pender, a well-known Brookline Boxer and local hero, who held the title of World Middleweight Champion during the early 1960s and inspired many of Brookline's youth to take in interest in boxing. He also served as a Brookline firefighter and was an Assistant Clerk of the Brookline Municipal Court.

Brookline in Bloom

Each year since the tercentennial celebration, the Parks and Open Space Division has continued its commitment to the beautification of the Town's Libraries, Schools, Parks, Playgrounds, Traffic Circles, Medians, Cemeteries, and Civic Spaces with the Brookline in Bloom Program. In 2010, the Division planted over 35,000 spring flowering bulbs throughout the Town of Brookline. As part of the continuing outreach program, school children from each school learned about bulbs and basic plant growth from the Environmental Educator, and helped plant around their school. In addition, the Division planted and installed 150 flower planters in 4 commercial areas of Town: Washington Square, Coolidge Corner, Lower Beacon and Brookline Village.

Brookline SPARKLES Recycling Initiative

In 2010, the Parks and Open Space Division increased the "Brookline SPARKLES" initiative in order to help meet residents' requests and the Division's desire to have accessible recycling in our parks. In 2010, the Division added 9 recycling containers and 10 solar trash compactors for a total of 20 sets town-wide. This program encourages users to recycle, thus decreasing the solid waste collected from the parks, saving money, energy, and natural resources, and keeping our parks cleaner. The new recycling receptacles are durable, attractive and consistent in appearance with existing park furniture, and clearly

marked and designed for recycling plastic, aluminum and glass. Solar Trash Receptacles and/or recycling are now available in 9 multi-use active recreational parks including Amory, Brookline Ave., Cypress Playground, Devotion, Downes Field, Larz Anderson, Lawrence, Skyline and Warren Playground. The Division intends to expand this program to other parks and develop a program improving refuse pick-up with solar compactors.

Field Use and Allocation Policy

The Park and Recreation Commission created and approved a Field Use and Allocation Policy. The purpose of this policy is to outline facility scheduling procedures, define rules and regulations regarding use, manage the limited number of athletic fields in a fair and equitable manner, create a tiered user priority system that clearly defines priority, minimize user conflicts, protect the substantial investment that the Town makes in its athletic fields, provide safe and well-maintained fields, and provide clear, concise and easy to understand parameters that facilitate both compliance and enforcement.

Forestry

The goal of the forestry program is to preserve and maintain all shade trees along public ways, parks, school grounds, cemeteries, and all other public grounds. The Division provides for the safety of all public ways and grounds through the removal of dangerous limbs and trees and is responsible for replacing trees removed. The total number of trees under the jurisdiction of the Division is reported as more than 50,000.

In 2009, the Parks Division performed a complete update of all the street trees in its inventory, consisting of over 11,000 trees, and including information on tree species, size, condition and health, and management needs. The street tree inventory is an excellent management tool and continues to be used and updated on a regular basis to ensure that all of the information remains accurate.

The Town continues to strongly support the tree planting program. In 2010, over 225 trees were planted. A wide variety of trees are planted to insure that species diversity is maintained at its proper ratio. Species diversity helps in protecting the Town's urban forest from attack by a single disease or pathogen, such as Dutch Elm Disease.

In July 2010, the Asian longhorned beetle (ALB) was discovered near the Boston/Brookline boundary. The potential presence of this non-native invasive insect in our community is a significant concern, since the ALB grows and reproduces within a wide range of deciduous hardwood tree species, affects both healthy and stressed trees, and eventually kills the trees. The U.S. Department of Agriculture, Department of Conservation and Recreation, City of Boston, and Town of Brookline are working together to address this threat, including surveying and inspecting trees in a regulated area around the site where infested trees were found. As of the end of 2010, the ALB had not been found in Brookline.

The three-member Tree Planting Committee, established in 1886, supervises the selection, planting and removal of all street trees in Brookline. Hugh Mattison is the chairman of the Tree Planting Committee and is joined by Margie Greville. In 2010, Susan Adams stepped down from her position as a member of Committee. At the end of 2010, Philip Shabecoff was appointed to the Committee to fill this vacancy. Mr. Shabecoff is a freelance writer of books and articles on environmental subjects, and has served as a member of the City of Newton's Tree Commission and various environmental committees.



Tree Planting Committee



Forestry Crew Pruning Riverway Park

The overwhelming citizen interest in tree preservation continues in Brookline. The Division continues to work with interested citizens, businesses and Environmental Advocacy groups to enhance the care of the urban forest.

Conservation

The Brookline Conservation Commission is responsible for the administration of environmental laws and policies, open space protection and management, water management and preservation of natural features of the environment. The Commission administers and enforces the Massachusetts Wetlands Protection Act and the Brookline Wetlands Protection By-Law through its review of permit applications and issuance of Determinations of Applicability, Orders of Conditions, Certificates of Compliance, and Enforcement Orders. The Commission also administers the Federal Flood Protection Program. It initiates and helps guide studies concerning open space, water quality, flooding and other aspects of local environmental quality. It prepares and oversees implementation of the Town's Open Space Plan and manages conservation areas owned and conservation restrictions held by the Town. The Conservation Commission seeks and administers grants to support the Town's environmental protection efforts, and guides many volunteer maintenance and improvement activities.

In January of 2010, the Commission welcomed Matthew Garvey as a full Commissioner. Mr. Garvey is an avid birder, with professional experience as an attorney currently managing a privacy program for a large company, and previously in litigation, including work on several environmental cases.



Conservation Commission

Conservation Restriction Policy

In 2010, the Conservation Commission accepted and approved three new conservation restrictions, which were subsequently approved by the Board of Selectmen and the State Executive Office of Energy and Environmental Affairs. The conservation restrictions were granted by the Brookline Conservation Land Trust for Lot 5 Cottage Street, Lot 1 Sargent Beechwood, and a Walnut Street parcel. The Conservation Restriction Policy created and approved in 2009 aided significantly in implementing these restrictions.

Open Space Plan 2010

The Conservation Commission is responsible for preparing and overseeing implementation of the Town's Open Space Plan, which must be updated every five years. In February 2010, an Open Space Plan Committee was convened by the Commission with members from various boards, commissions, Town departments and outside local interest groups to assist with updating the Open Space Plan 2005. Public forums were held to solicit input, Committee members formed working groups, and members and staff

prepared a draft Open Space Plan 2010 for review and approval by the Board of Selectmen and the State Division of Conservation Services.

Hall's Pond Sanctuary Work Plan

The Conservation Commission, Parks and Open Space Division, and Friends of Hall's Pond developed a work plan for Hall's Pond Sanctuary, approved by the Commission in 2010, to guide ongoing collaboration on maintenance activities and improvements, to preserve and protect the sanctuary, and to express a management approach based on respect for wildlife areas as a natural habitat.



Amory Woods in the snow

Wetlands By-Law and Regulations

The Conservation Commission developed a comprehensive set of regulations as a companion piece to the new Brookline Wetlands bylaw. This set of regulations was finalized and adopted in 2009 and will assist in the implementation of the bylaw.

Conservation Restriction Policy

In 2009, the Conservation Commission created an educational brochure about conservation restrictions, including benefits to landowners and the community, and procedures for creating and implementing a conservation restriction.

Cemetery

The initiative of the Division to improve the maintenance and management of the Walnut Hills Cemetery has resulted in an increase in the dignity, tranquility and overall appearance of the cemetery. The Walnut Hills Cemetery Trustees have increased their vigilance of the enforcement of the rules and regulations which are included with every deed sold. Town staff and the Cemetery Trustees are referencing the Master Plan for the Walnut Hills Cemetery as their guiding document for improvements. The winter tree care program continues, providing for structural pruning and hazard tree removal at both cemeteries.

The build out of a new section of Walnut Hills Cemetery was begun, based on the public design review process led by Halvorson Design Partnership. Work completed includes selective tree removals, grading, layout of the path system, and concrete foundations for granite memorial walls. The granite walls are being fabricated this winter, and work is expected to be complete in this coming construction season in 2011. This new area will add about 1400 new sites for burials and accommodate cremation sites at a reasonable cost per gravesite. Funding for this project will come from a combination of tax dollars and the use of cemetery trust funds.

With the assistance of Vizza Associates, Monument Design Standards were created and approved by the Walnut Hills Cemetery Trustees. In addition, the Trustees implemented a new fee schedule in the light of

changing economic conditions in the town and national trends in cremations and above-ground burials and upright versus flat markers.

Work has continued on the restoration of broken tablets at the Old Burying Ground, paid by donations to the Friends of the Old Burying Ground. The Friends hosted a treasure hunt at the Old Burying Ground and many attended. In the spring, the Town hosted a training workshop in the Old Burying Ground on the preservation of historic cemeteries.

ENGINEERING AND TRANSPORTATION DIVISION

The Engineering and Transportation Division of the Department of Public Works (DPW) is charged with the management and administration of town infrastructure, as well as the design and implementation of the vast majority of Public Works' items contained in the Town's Capital Improvement Program (CIP). Town infrastructure would include surface facilities in the areas of all public right-of-ways, such as roadways, sidewalks, traffic signals and parks, as well as those facilities that lie underground, for example, storm drain/sewer systems, water supply lines, and traffic signal/street lighting conduit. CIP projects range in type from roadway reconstruction, to sewer separation, to landfill reclamation efforts.

In order to effectively manage both the diversity and complexity of infrastructure issues for which the Division is responsible, administrative programs and project undertakings are assigned to one of two disciplines: Engineering or Transportation. While it is inevitable, and largely by organizational design, that these two sectors should frequently overlap, the Engineering Section is fundamentally concerned with issues of civil and environmental engineering, while the Transportation Section is devoted primarily to transportation planning and traffic engineering.

ENGINEERING

Division Charges

Responsibilities of the Engineering section are themselves divisible into (4) broad categories: 1) Permit Administration and Inspection; 2) Archival Maintenance and Reference; 3) Interagency Coordination and Oversight; 4) CIP Project Management and Engineering; and 5) Public Process.



In June 2010, The Brookline Conservation Commission recognized Engineering Division's Jay Hersey as the 2009 Environmentalist of the Year! Jay's responsibilities include emergency response, overseeing the closure of the Town Landfill, environmental remediation, and the subsequent Skyline Park development project, which has significantly improved the environment and quality of life of the community.

Permit Administration and Inspection

The Engineering Section oversees the issuance of Street Opening and Occupancy Permits, typically given to Contractors working in public right-of-ways for utility companies, communication corporations, public authorities or private property owners. Construction work that would typically require such

permitting can be either at the sidewalk or street surfaces, or require digging or trenching beneath these finished grades. Parks and school grounds also demand permit consideration. The purpose of this permit process is both to protect the public infrastructure (property) of the municipality and to promote public safety. This permit system and associated data base is actively maintained on the Town's network. The system does generate revenue through licensing fees, which serve to offset costs of oversight and administration. Division Inspectors, with the aid of a pre-application process, determine the type of work, associated charges and anticipated impacts to material integrity and traffic/parking conditions. In addition, Inspectors monitor the work and assure that restoration meets with Town specifications.

Sanitary Sewer, Storm Drain and Water Supply Connections are also within the permitting purview of the Engineering Division. Following application procedures, engineered plans and necessary documentation are submitted to Division personnel for review and subsequently, if recommended, for approval by the Director. Generally, these connection permits are associated with parcel developments, capacity and material upgrades, or maintenance when failures occur.

Archival Maintenance and Reference

The Engineering Section maintains record plans of its water, sewer and storm drain systems, including individual parcel connections. In addition, plot plans, or surveyed drawings, complete with bound locations, are maintained for all lands within the Town, whether public or private. These infrastructure and survey documents are kept in an extensive archive, copies of which are available to the public upon request. Along with records of property and Town-owned services, the Engineering archives contain construction plans for all Public Works projects, such as roadways, bridges and park facilities.

Interagency Coordination and Oversight

The Engineering Section coordinates directly with state authorities, such as the MBTA and MWRA, whose infrastructure is both located in Brookline and serves the community and/or its immediate region. Similarly, Engineering permits and supervises the maintenance, upgrade and installation of utility systems or communication networks, whether publicly or privately sponsored. Significant projects this past year were undertaken by the following State agencies or utility companies:

- MBTA
- MWRA
- National Grid
- Externet and NextG

In addition, Brookline Engineering works closely with the Massachusetts Department of Transportation (MADOT), both in administering state and federal transportation dollars for local Brookline projects through two programmatic vehicles: the State's Chapter 90 Reimbursable Roadway Funds and the State's Transportation Improvement Program (TIP).

The Chapter 90 program is a recurring annual state appropriation for municipalities, the amount of which will fluctuate annually based on the formulaic tabulation and legislative authorization factors. Approximately \$699,552 was allocated to Brookline in FY'10 through the Chapter 90 program

CIP Project Management and Design Engineering

The Engineering Section implements projects listed in the Town's CIP, which might entail project planning; feasibility studies; site surveys; design engineering; preparation of specifications and cost estimates; project advertising and bidding; contract execution; and construction administration and supervision. In this capacity, Engineering functions inter-divisionally, serving the professional engineering, architecture, landscape and surveying needs of each of the other divisions within DPW.

The following project briefs, which represent CIP items listed in Parks, Water & Sewer, Highways, as well as Engineering and Transportation, offer an overview of the Division's 2009 endeavors:

ENGINEERING CIP

Roadway Reconstruction

1.6 miles of roadways were resurfaced or reconstructed, totaling 252,210 square feet and representing seven local Brookline streets: Hayden Road, Henry Street, Pond Avenue from Cumberland Avenue to Jamaica Road, South Street from Grove Street to VFW Parkway, Thatcher Street, Thorndike Street from

Harvard Street to Winchester Street and Washington Street from Cypress Street to Davis Avenue. 3,540 square yards of new concrete sidewalks were installed.

Sidewalk Maintenance

Approximately 3,740 square yards of cement concrete sidewalks and accessibility ramps were replaced.

Roadway Maintenance

3,915 square yards of bituminous concrete repair (patching) to roadway defects and hazards, including lengths of sidewalk that are constructed of bituminous concrete (asphalt).

Granite Curbing

4,321 linear feet of new granite curb were installed.

Asphalt Berm

1,672 linear feet of bituminous concrete berm (curb) were installed.

PARKS AND OPEN SPACES/RECREATION CIP

Soule Playground Soccer Field

Reviewed plans and specifications for the installation of an artificial turf field at the lower soccer field at Soule Playground. Provided resident engineering services for supervision of the construction.

Winthrop Square

The Engineering Division did the contract administration and construction oversight for the Winthrop Square improvements which included new walk/play surfaces, play structures, landscaping and fencing.

Carlton Street Footbridge

Pursuant to Article 4 of the Annual Town Meeting of 2009, the Engineering Division prepared an application for State/Federal funds through the Transportation Enhancements program to rehabilitate the Carlton Street Footbridge. Submitted PNF in May, 2010 and PIF in November, 2010 to MADOT. Completed 25% P S & E.

Water and Sewer (MWRA)

The contract for the Phase 1 sewer separation project in the lower Beacon Street area was complete in the spring of 2010. The bid documents for Phase 2 which involves installing new sanitary sewers in Beacon Street, St Mary's Street and Monmouth Street was completed and bids were opened in September 2010. Construction is anticipated to start in March 2011.

Martha's Lane Neighborhood Remediation

The Town completed Phase 2 of the remediation of the properties affected with ash in the Martha's Lane neighborhood. Phase 2 was substantially complete by June 2010. Punch list and warranty items remain to be completed in spring 2012.

NPDES Phase II General Permit for Small Municipal Storm Separate Sewer Systems

The DPW/Engineering Division is responsible for the preparation and implementation of the Town's Storm Water Management Program (SWMP). The DEP and EPA require a SWMP to contain the following BMPs:

- Public Education
- Public Participation
- Illicit Discharge Detection and Elimination
- Construction Site Runoff Control
- Post Construction Runoff Control
- Municipal Good Housekeeping

Three illicit connections were identified, confirmed and corrected in 2010. The investigation will continue as outlined in the Town's agreement with the EPA. Seventeen applications were submitted for

Stormwater Permits as required by the Town's By-Law which addresses construction site runoff. As a result of the seventeen permits, fifty site inspections were made.

TRANSPORTATION

A Transportation Administrator, Traffic Engineer, and a Senior Clerk Secretary staff the Transportation section of the division.

Duties of the DPW - Transportation Division staff include:

- Providing technical support and administrative services to the Board of Selectmen, the Transportation Board, Selectmen's Committee on Parking, Bicycle Advisory Committee, Public Transit Advisory Committee, MBTA Route 66 Working Group and other town departments;
- Responding to resident inquiries or complaints regarding traffic or pedestrian safety, parking, and taxi operations;
- Conducting safety improvement, traffic safety, and parking studies; as well as spot studies on the use and placement of traffic control devices and parking signage;
- Overseeing the design of intersection and traffic signal improvement projects;
- Managing the town parking system (metered and curbside parking spaces) and ParkCard program;
- Administering the school staff, resident daytime, guest overnight, resident overnight, and commercial area employee parking permit programs;
- Regulating the taxicab industry and limousine services;
- Assessing the impacts of all major new development projects on traffic flow and parking.

Transportation Board Meetings

The Transportation Board, a citizen body of six appointed by the Board of Selectmen, is charged with oversight of the Town's Traffic Rules and Regulations. The Board meets on a regular basis to review and adopt traffic and parking policies, to review and approve various license applications, and to act upon recommendations for traffic safety and parking improvements identified by town residents and Division staff. During 2010, the Board conducted twelve (12) public meetings, hearings, and charettes at which they took action on over eighty (80) traffic, parking and taxi items under their jurisdiction.

Resident Inquiries

During 2010, the Division received and responded to over 5,000 telephone, email, or written requests for transportation and parking-related information from Brookline residents. The vast majority of these inquiries concerned the town's parking policies and parking availability.

DPW staff continues to revise and update the transportation section on the town web site in hopes that more residents will seek answers there to questions they may have before contacting the staff directly. The web site provides an up-to-date description of all of the town's transportation and parking programs, as well as contact information.

Program Administration

The division staff administers the resident daytime parking permit program, the overnight guest parking program, the overnight resident parking program, the commercial lot permit parking program, the commercial meter permit parking program, the commercial on-street permit parking program, and the temporary parking permit program as well as regulating the Valet, Taxi, and Livery industries. It also evaluates and acts upon, with the approval of the Transportation Board, all requests for handicapped parking and valet parking spaces. In 2010, the Division:

- Issued 1572 resident daytime parking permits and 328 commercial daytime on-street parking permits;
- Issued 5 Taxi Dispatch Licenses, 13 Taxi Business Licenses, and 185 Hackney Certificates;
- Issued 1 Public Automobile for Hire Business Licenses
- Renewed the valet parking licenses for 4 eating establishments;
- Issued 3609 temporary No Parking/Tow Zone signs to residents and/or contractors to assist during moving or construction periods;
- Issued 4191 temporary parking permits to residents and others who suffered conditions that qualified them for short-term exemptions to the 2-hour daytime and overnight parking time limits;

- Managed the resident overnight parking program that now encompasses 309 off-street parking spaces in 12 locations, including the new Marriott Courtyard Hotel; rented an average of 130 overnight parking spaces each month;
- Issued 99 commercial meter hang-tags to 73 businesses for employee parking in Brookline Village, and 80 parking permits for employee daytime parking in the Coolidge Corner commercial district lots.

Parking Meter Management

The DPW-Transportation Division staff, working in concert with the DPW - Highway Division, assumes primary responsibility for managing the 2,417 parking meters located curbside and in the off-street parking lots within the commercial areas.

In 2009 & 2010 the Division implemented a pilot program installing new multi-space pay and display meters in the Kent & Webster Lot in Brookline Village and the Babcock Street Lot in Coolidge Corner. The successful implementation of this pilot program led to the passing of a \$1.4 million Capital Improvement Project by Town Meeting for the purchase and installation of multi-space meters in all commercial area parking lots and on-street within 4 commercial districts. This new parking meter technology brings the benefits of decreasing the time and cost to collect and maintain our metered system; improvements to the aesthetic value of the lots by eliminating the number of individual meters and poles; and providing better customer service through multiple pay options using cash, coin, or credit cards; and the convenience of purchasing guest overnight permits directly in the lot instead of the Police Station.

To further build onto the successful Brookline Parkcard system, the Town of Brookline entered into an agreement with PXT Payments to create a new Brookline Debit Card which can be used to purchase parking at all meters within the Town of Brookline as well as goods and services at participating merchant locations.

Traffic Signals

Both the design of new traffic signals and the operation (phasing and timing) of existing traffic signals fall under the purview of the DPW - Transportation Division. Traffic counts and speed monitor data are also routinely gathered to provide information necessary for traffic signal design or modification. The DPW - Transportation staff worked with our consultant to alter the traffic timing of the traffic signals at the intersections of Beacon & Harvard Streets and Harvard & Babcock Streets to alleviate traffic congestion in the Coolidge Corner commercial district.

Taxi Regulation

The licensing and inspection of all taxicabs and limousines operating in the Town of Brookline falls under the jurisdiction of the DPW - Transportation Division and Transportation Board.

As required under the Brookline Taxicab Regulations, the entire operating fleet of 185 taxicabs successfully passed a semi-annual inspection conducted by the DPW -Highway Division. Upon recommendation of the division, the Transportation Board and the Brookline Police Department's Hackney Division took action to protect the residents of Brookline by strongly enforcing the vehicle safety requirements that our taxi fleet must meet during these inspections.

Division staff is continuing to spearhead a town committee working on a comprehensive review of alternative taxi licensing systems and the feasibility of modifying the taxi business license scheme that presently exists in Brookline. In 2010 the Division entered into a contract with Richard La Capra, a leading authority on Taxi Systems within the United States, to complete the transition from our current licensing system to a medallion based system.

Traffic Safety and Parking Regulation

Division staff is always seeking ways to minimize the conflicts between autos, pedestrians and bicycles. The safe flow of traffic on the streets of Brookline is of the highest priority. Economic development and safe traffic flow also depend upon clearly delineated parking areas and adequate signage. During 2010, and as warranted by specific neighborhood safety concerns, the Transportation Board and division staff authorized a total of 42 sign work orders that involved the installation or removal of approximately 300 new or modified traffic control signs, parking restrictions, or pavement markings.

In addition division staff developed two (2) On-street Staff Permit Parking Programs for the Maimonides School and the Runkle School @ Old Lincoln as allowed under Article V(b) of the Traffic Rules and

Regulations for the Town of Brookline. These programs, which were adopted by the Transportation Board, better managed the public parking supply in the vicinity of the schools by dispersing the teacher's vehicles throughout a ¼ mile radius so no one residential street bears an unfair burden.

Safety Improvement Program

In 2008 the original traffic calming program started by the division 8 years ago expended to include pedestrian, bicycle, and vehicular safety improvements. In general our in-house staff and on-call transportation consultants perform area-wide safety improvement studies in response to traffic volume, speed or parking conditions that might contribute to unsafe vehicular, bicycle, or pedestrian movements. Neighborhood associations or residents living on a particular street will typically initiate such requests for a traffic calming study which is then prepared in accordance with the Town of Brookline Traffic Calming Policy and Procedures.



In 2010 DPW - Transportation Division staff continued to monitor the effectiveness of our deployed traffic calming methods including the seasonal speed humps on Kenwood Street in the Coolidge Park neighborhood. Staff also performed speed studies and traffic volume counts at various locations, oversaw construction on 5 previously approved Safety Improvement Plans including:

1. The Welland Road Improvement Plan which included installation of the town's first raised speed humps to slow vehicular traffic around the Brookline High School campus;
2. Reconfiguration of Washington Street (Harvard to Cypress) including a dedicated northbound bicycle lane and installation of modified sharrow pavement markings within the southbound travel lane to improve bicycle safety;
3. Installation of new tough post bollards at the raised intersection of Tappan Street, Greenough Street, and Sumner Avenue to improve pedestrian safety by creating a safe buffer between pedestrians and motor vehicles;
4. Installation of 4 new crosswalks, curb extensions, and the town's first solar powered Speed Zone Flasher and speed radar display board to slow vehicular traffic and increase pedestrian safety on Stedman Street in the vicinity of the Devotion School;
5. The South Street Improvement Plan which included a new modified roundabout, crosswalks, a continuous ADA compliant sidewalk, and traffic signal upgrades to slow vehicular traffic and increase pedestrian safety and conducted studies and drafted plans on two major safety improvement projects which will be constructed in 2010 including:
 1. Safety improvements along Pond Avenue and High Street to eliminate cut-through traffic, improve pedestrian safety, and slow the speed of traffic; and
 2. Safety improvements on Harvard Street (School to Washington) to improve bicyclist and pedestrian safety.

Based upon our funding levels, in 2011 division staff and consultants plan to also conduct studies and develop plans on the following neighborhoods:

1. **West Roxbury Parkway at Newton Street** with a focus on improving vehicular safety;
2. **Runkle School Neighborhood** with a focus on improving pedestrian safety by implementing a Safe Routes to School network;
3. **Webster Street** with a focus on improving traffic circulation and pedestrian movement;
4. **Chestnut Street, High Street, Cypress Street** with a focus on improving bicycle safety through the installation of either a dedicated bike lane or modified sharrow pavement markings; and
5. **Heath Street** with a focus on reducing the speed of motor vehicle traffic and increasing pedestrian safety.

Recreation Department

Lisa Paradis, Director



Brookline Recreation's mission is to enhance the quality of life through enriching experiences which support the Brookline Community in developing and maintaining healthy lifestyles. We endeavor to provide opportunities for young people, adults, and senior citizens to live, grow, and develop into healthy, contributing members of our community.

Over the past 12 months, the Recreation Department has had the opportunity to expand programming and increase services to the community through a variety of initiatives. Projects include new or expanded programs and services in aquatics, environmental education, community outreach, golf, and youth sports. In addition, the department embarked on implementing a cost recovery methodology, with the mission of providing a clear, consistent approach to pricing program fees and to allocate subsidy to programs and services providing the most community benefit.



Community Outreach

The Recreation Department continues to expand in the area of technology. More than 50% of registrations for programs are completed through the online registration process, including 85% of soccer registrations. The Aquatics Center has added new membership categories and utilizes photo ID swipe cards for both daily use and memberships at the pool. RAFT (Recreation Activities For Teens) membership now includes a photo ID swipe card for attendance at Open Gym and Dance nights and the Skating Rink is fully automated, both online as well as on site. The Department continues to use Social Networking as one of our many ways of reaching the community through a Facebook page. In addition to four program brochures that are mailed to the community throughout the year, we now email a monthly newsletter to all of our 8,000 registered online registration users. An additional feature added in late 2010 is the ability for the general public to use our online site to reserve facilities like picnic sites, the Larz Anderson shelter and athletic fields.

The Evelyn Kirrane Aquatics Center continues to provide year round opportunities to community members of all ages. The lesson program is offered in four 10-week sessions, providing a continuum of levels and services for swimmers of all abilities. The Dolphin Swim team was full to capacity this year, with a total of 200 athletes participating. Access for lap and open swim continued to grow during 2010

and now includes Monday morning hours to give swimmers the ability to create a more flexible exercise routine.



Aqua Babies

The Robert T. Lynch Municipal Golf Course at Putterham Meadows experienced an overall respectable season, but the round count was adversely affected by the rains of March and the continued struggling economy. The recent addition of a seasonal punch card provided golfers the option to purchase either 25 or 50 discounted rounds in advance to utilize during the regular season. The recently implemented software application has allowed targeted weekly specials and promotions to golfers through email blasts and directed offers. The interactive web page allows golfers to receive updates on golf conditions and play as well as opportunities for seasonal specials available during the season. Partnerships continue to grow both locally and nationally, with recognition in the PGA Magazine as one of the Top 50 Municipal Golf Courses in the Country for Growth of the Game initiatives. In response to the operational review completed by the National Golf Foundation in February, we made several changes to our processes and prioritized capital improvements at the facility. The year has brought a great deal of strategic planning for large scale improvements to the golf course drainage system, which will be underway in 2011.

The Soule Early Childhood Programs at the Soule Recreation Center provides year round programs for children 12 months to Pre-Kindergarten. Over 55 families participate in the Soule programs each year. The Center has spent a great deal of time and energy transforming the campus to a Reggio Emilia inspired curriculum based center, and has garnered local acclaim in the process. The Parent Teacher Organization continues to add support to the center and the families with sponsored events including Back to School BBQ, parent workshops and fundraising efforts.



Kids at Road Race



Soule Early Childhood Center Music Time

The partnership with the Brookline Schools, BEEP, and participation in the Community Partnership Council enabled the Center to provide additional classroom curriculum including music, art, and literacy specialists. Children at the Center continue to enjoy the outdoor play structures and vast athletic field space that the center offers. The splash pad is another summertime benefit that all of the children at the Soule Center enjoy throughout the warm months.



Having a Blast at a RAFT Dance

Therapeutic Recreation continues to be a top priority within the Recreation Department. Through an active outreach within the Special Education Parent Network, the department is offering opportunities, both athletic and social, for community members of all abilities. Recreation offers bimonthly Friday evening socials for teens and adults. Mentor programs and a more inclusive model of programming have also been initiated. The summer programs are now offering “wrap around” services providing children and families the opportunity to participate in both special services as well as recreation programming while at one location. This has all been made possible by the strengthened and expanded partnership between Recreation and the School department. The planned addition of a Certified Therapeutic Recreation Therapist in FY12 will bring a consistent full time inclusion services throughout the community and create additional programming for people of all abilities.

In December of 2010, the skating rink at Larz Anderson Park was dedicated to Brookline resident and Captain of the 1960 Gold Medal Olympic Hockey team, Jack Kirrane. A dedication ceremony was held to honor Mr. Kirrane, with well over 500 people attending. By all accounts, it was truly one of the best days in Brookline that year.



Community tennis is offered at the Waldstein Tennis Courts through the Brookline's contracted tennis provider, NETResults. NETResults is contracted for both maintenance and tennis services at the Amory Tennis Facility. This provides the presence of tennis professionals during all hours of play as well as relieving the Recreation and Parks department of the staff overhead for daily court use.

Brookline Environmental Education continues to build its programming and outreach offerings. In 2010 programs such as Nature Explorations and the Summer Nature Camp increased enrollment by 25%. Activities such as kayaking instruction, Family Campouts, Early Release Outings, and Maple Sugaring continue to be a hit with the community.

Following the lead of Brookline Tomorrow, we continue to recycle at all Brookline Recreation facilities. The Department has also made significant changes to business practices to become more "green" in several ways that include cutting the number of mailings by greater than 90%, utilizing blast email for communication, importing and electronic payroll file to eliminate paper copies, conversion of paper forms to paperless format, and scanning of documents with scanners at all facilities.

Providing affordable access and opportunities to the community continues to be a high priority. As outlined in the 2006 Master Plan, the Department has streamlined the application process for those requesting financial assistance for department programs and services. This more efficient and "user friendly" model has been well received at outreach events at the local housing developments, providing opportunities to more residents as well as feedback to the Recreation Department for future programs.



As identified in the department's goals for 2010, we have begun to place interns within the department from local colleges and universities near Brookline. Interns are helping the department by working on long term projects, data collection and collation, and media distribution.

PUBLIC SCHOOLS OF BROOKLINE

William Lupini, Superintendent



School Committee: Helen Charlupski , Barbara Scotto, Dr. Elizabeth Childs Dr. Henry Warren, Rebecca Stone, Alan Morse, Susan Wolf Ditkoff, Glenn Cunha and Judy Meyers

The Public Schools of Brookline include eight Pre-K-8 elementary schools, Brookline High School, a comprehensive high school for grades 9 through 12 and an early childhood center. As of December 2010, there were 6,747 students enrolled in the Public Schools – 4,668 in the elementary schools, 284 Pre-School and 1,715 at Brookline High School.

Twenty-seven percent of these students have a home language other than English, speaking one of 65 different languages. More than 500 students are English language learners who are served by English learning programs in their schools. In addition to English, the largest language groups represented by the student body are Russian, Chinese, Japanese, Korean, Hebrew and Spanish.

The Public Schools of Brookline continue to be among the highest performing and most respected school systems in the United States. Brookline students are accepted at highly competitive colleges and universities in numbers that are significantly higher than most other school districts.

Brookline is at the forefront of providing quality public education to its residents. However, our stakeholders believe that successful school systems and organizations only remain high performing when they strive for continuous improvement. Therefore, we have many initiatives currently underway in the system to ensure that Brookline will remain at the forefront of education in the Commonwealth and nation.

MISSION STATEMENT

Our mission is to ensure that every student develops the skills and knowledge to pursue a productive and fulfilling life, to participate thoughtfully in a democracy, and succeed in a diverse and evolving global society.

CORE VALUES

- High Achievement for All
- Excellence in Teaching
- Collaboration
- Respect for Human Differences
- Educational Equity

TEN YEAR VISION

The Public Schools of Brookline
Dynamic, Collaborative, Equitable
Engaged with the Community
Contributing to the World

STRATEGIC PLAN

A dynamic school system operates in the present while focusing on its potential for the future. The Strategic Plan of The Public Schools of Brookline (PSB), adopted by the School Committee in January 2009, provides a catalyst for our future educational endeavors and a blueprint for documenting our system's continued success. Specific goals and strategies for our system and schools are derived from our mission: "To ensure that every student develops the skills and knowledge to pursue a productive and fulfilling life, to participate thoughtfully in a democracy, and to succeed in a diverse and evolving global society." Our priorities and definition of success are derived from four strategic areas of focus, which include:

Academic Excellence through Content, Pedagogy and Relationships

Goal 1: Increase the achievement of all students by creating learning environments that successfully balance content, pedagogy and student-teacher relationships.

Educational Equity

Goal 2: Eliminate achievement gaps with respect to race, ethnicity and socio-economic status and increase the achievement of students with special needs through individualized strategies and programs.

Thriving in a Complex Global Society

Goal 3: Prepare students with the intellectual, interpersonal and reflective skills needed to thrive in an increasingly complex and diverse global society.

Continuous Improvement Using Data

Goal 4: Foster a cycle of continuous improvement by using data to effectively examine system-wide programs and practices.

The Strategic Plan has become the operational framework for programmatic, financial, and pedagogical prioritization and planning in the Public Schools of Brookline. The PSB's Strategic Plan has already begun to inform processes such as budgeting, goal-setting for administrators and teachers, grant applications through community partnerships like the Brookline Education Foundation and the 21st Century Fund, School Council training and the development of School Improvement Plans to name only a few.

Further, we are actively engaged in identifying the measurable targets to enable us to gauge our progress toward meeting the goals set forth in the Strategic Plan. Through this well-developed and highly integrated approach, it is our intention to address all four goals in PSB's Strategic Plan.

CAPITAL IMPROVEMENT PROJECTS

RUNKLE SCHOOL

The present Runkle School, constructed in 1962, is currently undergoing a major renovation/addition, which will provide the school with increased classroom and meeting space, as well as a new Media Center, Cafeteria, Gymnasium, and performance space. For the 2010-2011 and 2011-2012 school years we have relocated to the Old Lincoln School at 194 Boylston Street.

HEATH SCHOOL

A building addition is planned for the school and will be completed in the fall of 2012. The addition includes six additional classrooms, a multipurpose room, a library expansion and an enlarged cafeteria. Work will begin in the summer of 2011.

BULLYING PREVENTION AND INTERVENTION PLAN

In accordance with the Bullying Prevention Act and related regulations, similar to other school districts in the Commonwealth, the Public Schools of Brookline (PSB) has developed a Bullying Prevention and Intervention Plan and adopted an Anti-Bullying Policy to ensure that all members of the school community treat each other in a civil manner and with respect for differences. Moreover, the Policy and the Plan clearly articulate that PSB does not tolerate bullying or retaliation in school buildings, on school grounds or at school-related activities.

The PBS Plan was thoroughly reviewed by an in-depth process with the entire school community. A task force which consisted of 28 members with cross-district representations including law enforcement, special educators and social workers, gathered feedback and considered questions and/or concerns related to the Plan. More specifically, the task force reviewed two rounds of online comments and held a public comment hearing. The Superintendent carefully reviewed the recommendations; subsequently, the PSB Plan was finalized and filed, along with the Anti-Bullying Policy, with the Department of Elementary and Secondary Education on January 21, 2011.

Both the Plan and the Policy are now available to the public on our website. Additionally, the PSB *Bullying Incident Report Form* is also on the website and available to staff, students and parents in each of our schools. The school system is in the process of organizing training for the Plan and has begun the curriculum selection process.

PROGRAM HIGHLIGHTS

LITERACY PROGRAM

Through high quality literacy instruction, the Public Schools of Brookline seeks to develop readers and writers who are proficient, productive, and engaged.

Brookline uses a comprehensive framework to describe the behaviors and understandings we expect to see at each stage of a student's development in literacy. That framework provides a guiding structure not only for instruction, but also for student assessment, teacher professional development, and curriculum renewal in the language arts.

We believe that students learn best when their instructional program is both coherent and integrated. To that end, Brookline seeks to integrate the instruction of reading and writing with that of the content areas, principally science, social studies, and mathematics. Students can therefore expect a daily instructional program that seamlessly interweaves their study of grade-level content with their learning in literacy.

As a measure of its commitment to equity in literacy learning, the Public Schools of Brookline employs a cohort of fully-licensed and highly-trained Literacy Specialists. These reading specialists offer support in two major areas: direct services to students who struggle with literacy learning and coaching to classroom teachers.

ELEMENTARY MATH

The goal of Brookline's K-8 mathematics department is to provide a high-quality mathematics program whereby we meet the needs of every student and require high expectations for academic excellence. We continually expand our repertoire of curriculum resources and instructional strategies to provide access and equity to a diverse range of learners. We are in our third year of full implementation of the *Think Math!* curriculum program (K-5) and in our second year of full implementation of the IMPACT Mathematics curriculum program (Grades 6-8). We have also identified and developed common grade level (K-8) assessments that align with the Brookline Learning Expectations.

The K-8 mathematics department is committed to setting high expectations and supporting the needs of our diverse learners to reach them. In grades K-3, we integrate the Assessing Mathematics Concepts Series by Kathy Richardson into the curriculum. These assessments are used to diagnose what students know and understand about mathematics, and they provide intervention resources to support any identified learning gaps. To better support higher performing students who need greater challenges, we collaborate with the Enrichment Challenge and Support Department to develop extension menus for the *Think Math!* curriculum. Each year interested students in grades 5 and 6 from each school participate in three town-wide Math League competitions. Our student attendance at and participation in Math League events continues to grow. In grades 7 and 8, motivated mathematics students have the opportunity to

prepare for and compete in the national MathCounts program and an opportunity to sign-up for the Mathematics Challenge Option. The Mathematics Challenge Option in grades 7/8 provides high-level challenge to students within math classes. The goal of the Mathematics Challenge Option is to improve student achievement in math as evidenced by increased numbers of students successfully taking BHS math courses above the standard level (honors and advanced), increased participation rates on AP tests and the average AP test scores, and improvement on standardized tests (e.g. MCAS, SAT/ACT).

ENGLISH LANGUAGE LEARNER (ELL)

The English Language Learner (ELL) Program provides instructional services to students in grades K-12 who are learning English as a second language. The program is designed to teach students English, to support their academic achievement, to facilitate their cultural and social adjustment, and to assist with parent involvement. Each year, the program serves more than 500 children representing over 35 language groups.

Brookline follows an integrative Sheltered English Immersion (SEI) program model: Students work with ELL staff for part of their school day and are integrated into regular classrooms where they participate in instruction and activities with English speaking peers. The amount of integration and support varies according to each student's needs, grade, and level of English proficiency. In addition, regular classroom teachers are offered professional development opportunities to become trained in working with ELL students and in providing sheltered instruction, and ELL staff often work within regular classrooms to assist with instruction. Primary language support, utilized for clarification, is available at specific elementary schools in Chinese, Hebrew, Japanese, Korean, Russian, and Spanish.

ELL students participate in annual state wide English language proficiency assessments, and almost all take MCAS tests as well. We continue to monitor students' progress on these assessments. In general, ELL students in Brookline are mainstreamed from the program within two years of initial enrollment.

ELL program staff has completed the development of a comprehensive curriculum guide, grades K-12, that is based on the new Massachusetts *English Language Proficiency Benchmarks and Outcomes for English Language Learners* and a K-12 Placement Assessment System that will be used to accurately determine a student's level of proficiency and required services.

We have developed translation protocols and guidelines to ensure that the families of our ELL students have equal access to the information that we promulgate about school events, activities, and programs. We also continue to expand our Sheltered English Immersion professional development opportunities for Brookline educators. All teachers who work with even one ELL student are required to become SEI-certified, and we are working on developing pathways for our teachers to meet these requirements.

ELEMENTARY WORLD LANGUAGE (EWL)

In January of 2009, following an override spending plan approved by the voters in Brookline, the Public Schools of Brookline implemented the Elementary World Language (EWL) program, bringing the study of world language to grades K-6 to complement world language instruction already in place for students in grades 7 and 8. The instruction is a content-enriched Foreign Language in Elementary Schools (FLES) curriculum and is based on the most current pedagogical research about effective approaches to K-6 elementary world language acquisition. Students in grades K-2 receive three 20-minute sessions of instruction per week, and students in grades 3-6 receive three 30-minute sessions of instruction per week. Spanish is the world language offered in seven of our schools for grades K-6, while Mandarin is the world language offered in the eighth school for grades K-6. Brookline's commitment to world language instruction reflects our awareness that Brookline students will be increasingly required to function in a multi-cultural, global society. The EWL program has three major goals:

- (1) to acquire proficiency in speaking, listening, reading and writing in the target language;
- (2) to acquire an understanding of and appreciation for other cultures; and
- (3) to reinforce learning of the general curriculum content through the study of world language.

World language teachers continue to develop curriculum and assessments for each elementary grade that are integrated into the existing Brookline Learning Expectations and that address speaking, listening, reading and writing skills, and they advance the work of reviewing and revising our proficiency-based approach to world language instruction. EWL teachers promote regular opportunities for students to build their cultural awareness and they continue their close collaborative work with classroom teachers to create engaging learning opportunities for students that are aligned with the grade level content.

During its first two years, the EWL program has met with widespread support from the greater school community. Brookline is committed to the innovative work of elementary world language instruction and is at the forefront of the important work of developing 21st century skills in our students.

GRANT MANAGEMENT

The Public Schools of Brookline receives grant funding each year to support many of our educational programs. In Fiscal Year 2011 (July 2010 – June 2011) we received over \$7,000,000 in grant funding, representing 25 separate grant awards from a number of sources including the Department of Elementary and Secondary Education (DESE), the Department of Public Health (DPH), Early Education and Care (EEC), No Child Left Behind (NCLB), American Recovery and Reinvestment Act (ARRA) and Foundation Grants from the Brookline Education Foundation (BEF), the 21st Century Fund, and the Teachers and Administrators Training Fund (TATF).

Grant funding supports a wide array of educational programs and initiatives. Some examples: the Inclusive Preschools grant (through EEC) promotes high quality, inclusive preschool programs in the community, The Teacher Quality Title IIA grant (through NCLB) supports our mentoring and induction programs for new educators, the Quality Full Day Kindergarten grant (an ongoing DESE grant) supports the continued implementation of our full-day kindergarten program, and teacher and collaborative grants funded through the BEF support professional development opportunities for our educators.

METCO

The Public Schools of Brookline is a charter member of the Metropolitan Council for Educational Opportunity (METCO), a voluntary integration program founded in 1966 which provides K-12 education for over 300 students from Boston. METCO students participate in all aspects of the academic and extracurricular life of the schools and are supported by the METCO Director and staff.

The program's objectives are:

- To ensure high academic achievement for all METCO students;
- To provide opportunities for student leadership;
- To collaborate with and support families in the Brookline METCO Program;
- To increase and maintain partnerships/collaborations between Boston families and Brookline families;
- To provide access to educational opportunities and resources/services unique to the Public Schools of Brookline;
- To celebrate and publicize the accomplishments and successes of students in the METCO Program;
- To provide access to a range of educational opportunities beyond Pre-K-12 Public Schools of Brookline

PROGRAM REVIEW

The Public Schools of Brookline is committed to the continuous improvement of all programs and curriculum areas. Since 2005 we have used the Program Review process to comprehensively and rigorously examine our programs and curriculum areas with the goal of improving student achievement. The process requires the use of established evaluation methods to measure the quality of our school programs and to determine strategies for continuous improvement.

The Program Review process involves four phases:

- *Phase I: Study* – Assess the current state of the program with the assistance of an outside data gatherer. Create a vision for the future with stakeholder input. Determine areas of strength and areas for improvement and begin to plan how to address them.
- *Phase II: Plan* - Create a plan to address the areas for growth and improvement. Define resources and determine available funding.
- *Phase III: Implement* – Put the plan (strategies/actions for continuous improvement) into place with adequate resources and professional development.
- *Phase IV: Review* - Review the process. Check on the progress of the implementation plans. Collect data on the indicators of success.

The work of Program Review for each program/curriculum area is carried out by a committee comprised of teachers, parents, and administrators, and is led by the Director of Grants and Program Review and the curriculum/program coordinators for the program under review. Updates on committee work are regularly given to the Deputy Superintendent for Teaching and Learning. Reports on Phase I and Phase II are presented to the School Committee. All reports are available on the PSB website.

The following programs are in various stages of the Program Review process:

Phase I

Career and Vocational Technical Education: began November 2010

Phase I-II combined

PreK-Grade 3 Transitions: began December 2009

Out of School Time: began December 2009

Phase III/IV

Enrichment, Challenge and Support Program: began September 2006

Educational Technology: began January 2007

Mathematics: began February 2007

Visual Arts: began September 2007

Physical Education/Health Education: began September 2008

Science: began February 2008

English Language Arts: began September 2008

Social Studies: began September 2009

Performing Arts: began March 2010

Special Education: began March 2010

English Language Learner (ELL) Program: began September 2010

SPECIAL EDUCATION

Special education services throughout the district continue to address the needs of students with disabilities, between the ages of three and twenty-two, with a free and appropriate public education in the least restrictive environment. A wide range of services are provided to meet the individual needs of students, from academic support to related services in areas such as speech, occupational, and physical therapy. In addition, counseling and guidance services help students address issues of adjustment and social/emotional concerns.

Staff members continue to work closely with families in assuring that services needed are identified and provided to students in accordance with applicable mandates. A strong and positive relationship exists between district staff and the Special Education Parent Advisory Council to the benefit of the school system, students, and families.

Strong collaboration with general education staff is a concerted and deliberate effort to provide services to students in the most inclusive manner to benefit all students within the class setting. Consultation and professional development opportunities are provided to general education professionals, special education professionals, paraprofessionals and parents across the district. These efforts support students within the least restrictive environment and assist in developing consistency of best practice. Brookline also provides a range of special education programs and services extending beyond those provided within the general education setting. Within the special education team process, parents, students and educators determine student needs and work collaboratively to develop individual education programs

STEPS TO SUCCESS

Steps to Success (STS) is a comprehensive educational achievement and college preparation program providing academic, social development and family support for low-income students and their families. Working with students in Grades 4 to 12, the program seeks to break through the attitudes and substantive barriers - both personal and institutional - that can make it difficult for these students to succeed in school and pursue higher education. A school- and community-based program, *STS* currently engages 321 students and their families, most living in Brookline public housing, in programs designed to ensure that school success and post-secondary education become absolute goals and achievable realities for our students.

We work in four programmatic areas:

- Academic enrichment and mentoring through after school programs, regular cultural/educational excursions, summer activities and homework centers;
- A unique, long-term advising system that works with each participant towards school success;
- Work connections for youth, providing work placements for over 90 paid summer interns, grades 8-12, in both public and private sector employment;
- Early college awareness and readiness through campus visits and programs with our college partners, SAT prep and detailed work on the college application and financial aid process; and
- Family support services, offering free English language Classes; resource and referral services for low-income adults wishing to reconnect with education, job readiness and training, and work opportunities; and a system of home visiting to ensure the parents/guardians of our students are able to become involved with their children's education.

STS has been highly effective in its ten-years of operation, prompting a sea change in the college going rates for our students in Brookline. Approximately 90% of *STS* high school graduates are now matriculating to college, a major increase from the 30% to 50% before *STS* began. Moreover, 72% of *STS* college students are currently on track to graduate with their degrees in six years, by age 24. (Nationally, a shockingly low 6-8% of the lowest income quartile of students obtains their college degrees in that timeframe.) Our newly launched College Success Initiative continues *STS* support for students in their post-secondary education careers.

STS has been recognized as a regional model, receiving a "Catalyst for Change" award last year from the Nellie Mae Education Foundation and named as one of just seven "invest-worthy College Access and Success" programs in Greater Boston this year in a new report released by Root Cause/Social Impact Research.

BROOKLINE ADULT & COMMUNITY EDUCATION

Brookline Adult & Community Education, the largest non-credit public education program in Massachusetts, has expanded the concept of learning throughout the Brookline community and beyond. A program of the Public Schools, BA&CE has close to **10,000 enrollments** yearly and offers over 500 courses, lectures, and special events. The program provides enriching and educational courses to seniors, adults, high school students, and children, as well as introductory language training for new residents. A broad menu of adult courses are offered that reflect community interest in the world, including Chinese, Japanese, Russian, French, Spanish, Arabic, Portuguese, and American Sign Language instruction. Students discuss world affairs and global investing and explore the ethnic music, dance, and cooking of many cultures.

Courses focusing on philosophical and spiritual awareness and reflection also respond to active community interest. Each term, regular program offerings include arts and humanities, personal awareness, hobbies and music, dance and exercise, computers, culinary arts, business and investment, and test preparation for various skill levels. Highly-qualified instructors are drawn from Brookline and neighboring towns, and include artists, entrepreneurs, skilled craftspeople, therapists, chefs, doctors, **professors**, and professional educators. Each term, the program offers a **Lecture Series**, with topics and current issues such as desegregation, political elections, autism, aging services, and health and healing. The program also offers a number of stimulating special events that are co-sponsored with community organizations, including the Frederick Law Olmsted National Historic Site, Brookline Aging Collaborative, and Brookline Recreation. Each year, in cooperation with the Brookline Department of Public Health, Brookline Council on Aging, The Brookline Human Relations-Youth Resources

Commission, League of Women Voters of Brookline, and the Brookline Department of Veterans Services, BA&CE presents a Public Health Forum, hosted by former Massachusetts Governor Michael Dukakis.

During April and February vacation, the program offers a *SmartVacations* Program for children ages 5-12. Fun and educational activities include computers, drawing and painting, working with clay, cooking and baking, **yoga and sports**. *SmartSummers*, for students in grades K-6, offers an enriching summer experience, and includes programs such as *Cybersummer* for students who want to build their own websites; *Theater Arts* for children who love drama; *Curious Kids* for children who like to explore; *Creative Arts* for those who want to experience the arts; *Cooking Creations* for children who like to learn about new cuisines; and *Bringing Books to Life* for **younger** students who want to read exciting stories and bring them to life through art, drama, and games.

On-going co-sponsored courses with various town agencies, such as the Council on Aging, Brookline Health, Brookline Parks and Recreation, the Friends of the Performing Arts, National Park Services, the School/Community Partnership, and the Brookline Public Library continue to be mainstays of the program. Through its proud tradition of public schooling, the "business" of Brookline has always been education. Brookline Adult & Community Education builds on this tradition, expanding the concept of community education to serve the many diverse constituencies that make up the Brookline community. Its goal is to continue to bring the community together in its essential work—education for the improvement of the quality of life for all its members.

LIBRARY

James C. Flaherty, Director

Introduction

2010 was another successful year for the Public Library of Brookline. In January, we completed our seventh full year in the renovated Main Library. We are particularly pleased with how the building has allowed us to adapt to changes in our collection and levels of usage. Since 2003, we have phased out some services, and added others, while still preserving the architectural integrity of the facility. Last year, 383,000 patrons visited the Main Library and 766,000 used one of our three libraries.

Service

Total circulation at all three libraries increased by 3.31% in FY 2010. This marks the eighth consecutive annual increase. Since the Main Library renovations were completed, library usage town-wide has increased more than 90%. During 2010, we lent 127,000 items to other Minuteman Library Network (MLN) members and borrowed 153,627 items for Brookline patrons. The tremendously varied interests of Brookline residents results in our being the second highest net borrower in MLN, only Newton lends more items to other libraries than Brookline. This sharing of resources has proven to be a major enhancement to library service across the state. Over the past several years, drastic reductions in state funding has threatened Massachusetts libraries' ability to maintain this important service. In an attempt to conserve resources and continue to offer the most vital services to libraries, the six former regional library systems were merged into one entity, the Massachusetts Regional Library System, on July 1, 2010. It is too soon to evaluate the impact this change will have on our operations.

Our Children's Departments were busier than ever in 2010. We offered 6 regularly scheduled story hours each week, in addition to films and a sing-a-long for children ages 1 to 6. Due to the generous support from the Brookline Library Foundation and the Friends of the Library, we were able to host a wide range of storytellers, magicians, artists and performers at all three libraries. In cooperation with the Children's Book Shop eight award winning authors and illustrators visited the library to read, draw and sign their books. The popularity of the statewide summer reading program continues to grow and is now a much anticipated annual event for children of all ages. Last summer's program was called "Go Green @ your Library" and featured books about energy conservation and the environment. 420 children participated in the program and a total of 2,300 books were read. More than 700 people attended a wide range of programs.

288,257 items were circulated to children last year, accounting for 20% of our total usage. The Children's Department is also a great resource for parents and teachers. We offer almost 200 book lists on a wide range of topics.

In addition to lending books, over the past several years, the library has provided an increasing number of educational and cultural programs aimed at not just children but residents of all ages. For several years the library has sponsored three adult book discussion groups at the Main Library and one at each branch. This year, we added one for children and one for teens.

The library has made every effort to make information available electronically whenever that format is most practical. We currently offer 48 electronic databases, 27 of which are paid for by the State and the Massachusetts Regional Library System. Three others are made available through our membership in the Minuteman Library Network, MLN. MLN is a consortium of 43 public and academic libraries, who work together to enhance service for library users. Many of the databases available at the library may also be accessed from your home by visiting the MLN web site (www.mln.lib.ma.us) or the Brookline Library's web site (www.brooklinelibrary.org). Use of these databases continues to grow as their value becomes better known to library users.

In April the library began using radio frequency identification technology (RFID) for inventory control and security at the Putterham Branch. RFID helps speed up many staff procedures and makes it quite easy for patrons to charge out materials by themselves at a "self-check station". While the RFID technology performed very well, the fact that so far only four area libraries are using it presented many challenges. By starting this new service at Putterham, which is less busy than our other two facilities, we were able to refine our procedures and adapt some methods in order to make the self-check experience easier for our customers. Staff members at Putterham were particularly helpful in training the public in the use of this new service. In August we made the conversion at the Main Library, and by October, RFID was fully operational at all three libraries. We have been very pleased at how the staff and our patrons have embraced these changes.

With the start of FY 2011, the Library lost one full time position as a result of the Town's difficult fiscal situation. It is our hope that the use of RFID technology will help us minimize any adverse impact this loss will have on library service.



Library Board of Trustees

Trustees and Staff

In the spring the Board thanked Carol Kopelman for her two years of service. At the May election, Michael Burstein, Judith Vanderkay, and Roberta Winitzer were all re-elected, and a new Board member, Jennifer Rees, was elected to fill the remaining vacancy.

Full time staff members work 37 hours per week, including evenings and Saturday and Sunday hours. Educational backgrounds include English, history, literature, mathematics, biology, music and computer science, with 23 of the full-time employees holding Masters' Degrees in library science.

This year brought a tremendous number of changes to our staff, and space here will prevent me from fully recognizing all of the contributions these outstanding individuals have made. In March, Cynthia Monahan, passed away. For thirty six years Cindy had been an institution at the Putterham Branch, where she was second in command. Cindy had a loyal following of borrowers who depended on her suggestions for what to read next. She is missed. In May, Batia Bloomenthal was promoted from her position at the Coolidge Corner Branch to replace Cindy as a Library Assistant III at Putterham. Batia was then replaced by Gina Wise as a Library Assistant II at Coolidge Corner. In March, Dalija Karoblis retired after more than 41 years of service at the library. As Assistant Director, she has supported three different Library Directors and twice served as Acting Director during periods of transition. She was of tremendous help to me during my tenure here and she is missed by everyone who knew her. Anne Reed, Reference Supervisor, was promoted to be Assistant Director in July. Cindy Battis was then promoted to assume the newly created position of Reference and Collection Development Supervisor. Over the years, both Anne and Cindy have distinguished themselves in a variety of leadership roles. In September, Arla Carter retired as a Library Assistant II at the Putterham Branch, after 17 years of service. She was replaced by Jung Lee. In November, Colin Wilkins was promoted from Librarian I to Librarian II in the Reference Department.

Friends

The Friends of the Library raise funds through annual dues and their ongoing booksale next to the café at the Main Library. Due to the hard work of a small team of dedicated volunteers, this “honor system” continues to do well.

The Friends use their revenue to enhance library service. They have sponsored a growing number of children’s programs including; storytellers, musicians, magicians and other educational and entertaining programs at all three libraries. They also jointly sponsor a number of programs with the Trustees. ESL conversation groups, sponsored by the Friends, are very well attended and are now offered at all three libraries. This year, the Friends established a small library for residents of the Yawkey Family Inn on Kent Street. This facility is a short term residence for families of patients undergoing treatment at Children’s Hospital. They also purchased digital picture frames to help publicize library sponsored events at all three libraries.

The Friends are always looking for volunteers to help with the events discussed above, as well as with other ongoing activities. Please ask for a brochure the next time you visit the library, or visit <http://friendsofthebrooklinelibrary.org>.

Brookline Library Foundation

The Brookline Library Foundation was incorporated in 1999 as an independent non-profit 501 (c) 3 corporation, whose initial purpose was to raise funds in support of the renovation of the Main Library. After contributing more than \$4 million for the Main Library renovation project, the Foundation continues to raise funds through an annual mailing and its annual Winter Gala. Last year’s Gala was attended by more than 300 people. The Foundation has made significant contributions to enhance the programs and services offered at all three branches. In 2009 and 2010, the Foundation provided more than \$100,000 towards the renovation of the Putterham Branch Library. We would not be able to provide the level of service our patrons have come to expect, without the support of the Foundation.

Brookline Library Music Association

BLMA presented its regular schedule in 2010, its 59th year of offering free music to the citizens of Brookline. Six concerts were held drawing more than 600 enthusiastic music lovers. This year’s concerts featured a wide variety of musical styles.

Facilities

In April 2010, the Putterham Branch Library reopened after the main portion of the building was closed for ten months of renovations. During that time, a “mini-branch” was operated from the branch’s meeting room. Town funds were used to replace the heating and ventilation system, fire alarm, and roof. A grant from the Massachusetts Technology Collaborative was matched by the Brookline Library Foundation and covered the cost to install solar panels capable of providing approximately 6% of the facilities electricity. The Foundation also provided funds for new furnishings and equipment.

Two other projects were undertaken during the summer of 2010. The foundation wall directly in front of the Main Library terrace was excavated and then waterproofed to stop water from seeping into the Children's Room. In addition, the first phase of a three-year project to repair the three underground garages that sit between the Main Library, Town Hall and Pierce School was also undertaken at the same time. These two projects made getting to the library very difficult for some patrons and we apologize for the inconvenience. Hopefully, the second and third phases of the garage project will be less disruptive.

In November, we replaced most of the shelving at the Coolidge Corner Branch Library, greatly enhancing access for those with disabilities. This project was funded by the Brookline Library Foundation.

Conclusion

I want to thank the library staff for continuing to provide a high level of customer service, in spite of an increased workload. This was especially true this year as we implemented several new systems and methods designed to improve overall service. I also want to thank the Brookline Library Foundation and the Friends of the Library for their support. The Trustees and staff greatly appreciate the support the library receives from the Board of Selectmen, Advisory Committee, Town Meeting and other municipal departments. Most importantly, however, we want to thank the citizens of Brookline, who demonstrate how important they feel the Public Library of Brookline is by their ever increasing use of our services. We look forward to 2011.

PLANNING AND COMMUNITY DEVELOPMENT

Jeff Levine, AICP, Director

The Department of Planning and Community Development is responsible for managing and coordinating development review, housing, historic preservation, economic development, and the Community Development Block Grant program. The Department provides support to the Planning Board, Board of Appeals, Housing Advisory Board, Economic Development Advisory Board, Preservation Commission and a number of other appointed committees and task forces.

REGULATORY PLANNING

Regulatory planning activities related to zoning, façade and sign approval, subdivisions, and historic preservation are managed by Assistant Director Polly Selkoe.

PLANNING DIVISION

Mission

The Planning Division, in addition to serving as staff to the Planning Board, Design Advisory Teams, Zoning By-law Committee, Sign By-law Committee, and other appointed committees, guides applicants through the special permit, variance, and design review processes, and represents the Planning Board at Board of Appeals hearings. The Division also prepares façade and sign design review reports and presents them to the Planning Board for its approval. In addition, the Planning Division conducts research, studies and plans to guide physical development in the Town.

Staff

The Planning division is staffed by Senior Planner Lara Curtis, AICP, and Planner Courtney Synowiec, AICP.

Planning Board

In May, 2009, Town Meeting approved a citizen warrant article expanding the Planning Board from five to seven members. Planning Board members are volunteer citizens, appointed by the Selectmen. Current Planning Board Members include: Chairman Mark Zarrillo, Clerk Linda Hamlin, Steve Heikin, Jerome Kampler, Steve Kanes, and Jonathan Simpson. Additional member Nicole Forrest submitted her resignation in October, due to other time commitments.



2010 Planning Board (L-R) Steven Heiken, Steven Kanes, Jerry Kampler, Mark Zarrillo, Jonathan Simpson & Linda Hamlin

The Planning Board holds evening public meetings approximately every two weeks to consider and make recommendations to the Board of Appeals on all development proposals that require zoning relief. At morning meetings, approximately every two weeks, the Planning Board reviews all proposed commercial signage and awnings, façade alterations, and wireless telecommunication facilities proposed for the Town.

The Planning Board also convenes Design Advisory Teams and less formal “design groups” to evaluate the design aspects of major and moderate impact projects, and chooses Board members to serve as liaisons to other Town Committees. The Town’s Capital Improvements Program is also reviewed and approved by the Planning Board.

Development and Design Review

In 2010, the Planning Board spent a significant amount of time on final design review of elevations and landscaping for a new Latter Day Saints meeting house at 603 Boylston; and on 10 Brookline Place West, an infill project at Hearthstone Plaza. Other projects that were approved included: 70 Sewall Avenue, a proposal to preserve an existing structure by moving it forward and constructing a rear addition, for a total of seven residential units, with parking under the building; and 75-99 Fisher Avenue (Olmsted Hill), a proposal to subdivide a large town-owned parcel with an underground reservoir, and subdivide it into 11 lots, ten for market-rate single family homes, and one for up to 24 affordable units in three multi-family buildings. Lastly, there were two other Major Impact Project proposals: one, at 1842 Beacon Street (Cleveland Circle area), to construct a new four story, 20 unit building, behind the existing professional office building, and one, at 86 Dummer Street, a new 32 unit residential building on the existing Brookline Housing Authority property bordered by St. Paul, Egmont and Amory Streets. In all of these instances, numerous hours were spent by the Planning Board, Brookline architects, design professionals, and neighborhood representatives, who volunteered their time to help ensure that neighborhood concerns were addressed and that the development would enhance the overall appearance of the Town.



Rendering of 70 Sewall Avenue Project

Other Board of Appeals cases reviewed by the Planning Board in the past year included: the approval of 35 parking spaces for off-site residents at 175 Freeman Street, review of a preliminary subdivision at 111 Boylston St.; a rear addition at 59 Green Street; the conversion of 149 Green Street to a 140 seat restaurant; the conversion at 447 Washington Street of an historic carriage house to a single family dwelling; and a revision to the previously approved residential project at 311-321 Hammond Pond Parkway to increase the number of units from 18 to 27, including three affordable units.

Design review of commercial signs, awnings, façades, handicap ramps, and wireless telecommunication facilities are also an important part of the Planning Division and Planning Board’s responsibilities in order to preserve and enhance the attractiveness and viability of the Town’s commercial areas.

The Planning Division plays a key role in facilitating the review and approval process of proposed zoning warrant articles. In Spring 2010, Town Meeting approved two Zoning By-law amendments. The first, submitted by citizen petition, changed the zoning at 111 Boylston Street (Red Cab site), 10-12 Kerrigan Place, and a small Town-owned parcel from G-2.0 to G-1.0 (DP) through August 1, 2011 in order to provide time for a committee to evaluate the appropriate zoning for this site. The second, submitted by the Planning Board, with the support of the Planning and Community Development Department and the Building Commissioner, clarified and revised a 2006 zoning amendment on garages facing the public way.

In Fall 2010, the Planning Board reviewed and made recommendations on five zoning amendments, three of which were approved by Town Meeting. The first approved amendment added Planning Board approval of Distributed Antenna Systems (DAS) on public utility poles and enabled the consideration of noise impacts; the second, allowed projecting signs with Planning Board review; the third, added a Special Renewable Energy Overlay District (SOL). An amendment to reduce the residential parking requirements was not supported by Town Meeting. The Planning Division continues to work with the Zoning By-law Committee on future zoning issues and possible amendments.

Climate Action Committee and the Energy Efficiency and Conservation Block Grant

The Selectmen's Climate Action Committee (CAC), staffed by Senior Planner Lara Curtis Hayes, AICP, continued to work on climate and energy efficiency initiatives in 2010. Working with Town staff, other Boards and Commissions, and the local grassroots group Climate Change Action Brookline, the CAC continued to work on measures to qualify Brookline as a "Green Community" under the state's Green Communities Act, including sponsoring a warrant article in the spring adopting the stretch building code, which has higher energy efficiency standards than the base building code. Additionally, the Planning and Community Development Department sponsored a successful warrant article in Fall 2010 creating a Renewable Energy Overlay District to allow large-scale ground-based solar panels on the municipally-owned Singletree Hill Reservoir, meeting another Green Community requirement. In an effort to spread climate awareness, the CAC worked with Climate Change Action Brookline for the entire year on the "Brookline 2010" initiative on climate change, which encouraged all residents, businesses, and organizations in town to commit to at least one action to reduce their carbon footprint in 2010. Finally, the CAC finalized an updated Greenhouse Gas Inventory, taking stock of the town's greenhouse gas emissions in 2008, the most recent year for which sufficient data is available.



**Green Homes Brookline
Launched in 2010**

In addition, the Planning & Community Development Department managed the Town's \$494,400 Energy Efficiency and Conservation Block Grant (EECBG), part of the federal American Recovery and Reinvestment Act, on a variety of initiatives. With this funding, the Town has made energy efficiency improvements in several municipal buildings, has funded some of the outreach efforts of Climate Change Action Brookline, and began funding the Green Homes Brookline program, a residential energy efficiency program encouraging residents to have their homes energy audited and to make air sealing and insulation improvements. Upcoming projects for next year include an LED street light replacement pilot project and the design and launch of a new energy-focused web site.

PRESERVATION DIVISION

The Preservation Division provides staff support and technical information to the Brookline Preservation Commission (BPC) and to residents and businesses in Brookline. The BPC is responsible for the educational, cultural, physical, economic and general welfare of the public through the preservation of the historical and cultural assets of Brookline, including buildings, sites and districts of historical and architectural significance. It also tries to encourage the development of appropriate uses and settings for such buildings and places.

The Commission, appointed by the Selectmen, consists of James Batchelor, Chair; David King, Vice-Chair; Elton Elperin; Ashling Fingleton; Judith Selwyn; Wendy Ecker; and Linda Leary. Commission alternates include Rosemary Battles Foy; Paul Bell; Kirstin Gamble Bridier; and Cynthia Zaitzevsky. Greer Hardwicke and Jean Innamorati serve as staff to the Commission. The year 2010 saw quite a number of changes in the Commission. Two long-time and almost irreplaceable members decided to move into other arenas. In January, Dennis DeWitt turned his attention to a new project, that of shepherding the creation of the Metropolitan Waterworks Museum at the Chestnut Hill Reservoir. His contributions to the Preservation Commission have been invaluable and will leave a void that will be hard to fill. Gary Gross also retired after many years of advocating for Brookline's cultural resources, especially its historic landscapes. Bruce Cohen, an alternate, also left the Commission. At the beginning of the year, alternates Linda Leary and David King were appointed full members. Judith Selwyn, who chaired the Local Historic District and Historical Commissions in the 1980s and early 1990s, was re-appointed as a full member. In late December, alternate Wendy Ecker was appointed a full member and coming aboard were new alternates Kristin Gamble Bridier and Cynthia Zaitzevsky (a previous alternate in the early 1980s). Christine Greeley served as an intern in the early part of the year.



Preservation Commission

Local Historic Districts

The Commission administers Brookline's five Local Historic Districts: Pill Hill, Cottage Farm, Graffam-McKay, Harvard Avenue and Chestnut Hill North. This past year the Commission acted on 128 applications at its monthly meetings, reviewing exterior design. Among the cases reviewed were the installation of solar shingles as well as several applications for solar panels on roofs. In response to a group of citizens, the BPC has initiated the process of establishing a potential new Local Historic District in the Lawrence School area.

Demolition

The BPC is also responsible for reviewing cases under the Demolition Delay By-law. Each building is evaluated to determine if it is historically, architecturally and/or culturally significant before a demolition permit is issued. If a property is deemed significant, the Commission pursues alternatives to demolition. In 2010, the office reviewed 39 cases. Nineteen resulted in a stay of demolition. Instead of demolition the buildings at 70 Sewall Avenue and 59 Green Street have been retained and additions built.

Certified Local Government/Design Review

As a Certified Local Government (CLG), the Commission reviews projects involving National and State Register properties. The Commission continued to monitor the dredging and restoration project of the Emerald Necklace and the rehabilitation and accessibility of the Carlton Street Footbridge. The Commission continued to advise in the planning process for the disposition of the two historic Fisher Hill

Reservoir sites - one to be a park, the other a housing development. Other cases included lodging houses on lower Beacon Street owned by the Pine Street Inn and the Brookline Housing Authority. The staff has been working to review the plans of Gateway East, parts of which are in the Brookline Village National Register District. It reviewed the impact of additions to the Runkle School and the Heath School on adjacent National Register properties.

Historic Properties

The division staff works with the Building Department and the Brookline Historical Society to maintain the historic town-owned properties. The new President of the Historical Society, Ken Liss, and our liaison commissioner, Linda Leary, have taken on the mantle of working to maintain the integrity of the historic properties administered by the Brookline Historical Society. Thanks to the ingenuity of Charlie Simmons and curators, Jesus McLean and Camille Arbogast, the roof of the kitchen at the Devotion House was replastered and a new electrical system put in. The leaning chimney and old roof shingles were rehabilitated, insuring the character and tightness of the 18th century house for years to come. The BPC also worked with the Brookline Arts Center in their campaign to rehabilitate the old Chemical Firehouse on Monmouth Street and worked with the Building Department to shore up the iron roof of the 1848 granite Brookline Reservoir gatehouse.



New roof and chimney at Devotion House

Design Review for Planning Board

The Commission continues to consult with the Planning Division on Planning Board cases involving properties listed in the National Register of Historic Places. The Commission consulted with Planning Division staff on many design cases, including the redevelopment of 70 Sewall Avenue, 59 Green Street, and 10 Brookline Place West.

Other

The second phase of the communitywide 20th century historic properties survey (researching Brookline buildings from the 1930's to the 1960's) was completed in the summer by consultant Kathleen Kelly Broomer, adding to our knowledge of Brookline's development from post-WWI to the present. This project was funded by the Massachusetts Historical Commission. The BPC rendered CLG opinions on five areas and properties eligible for the National Register of Historic Places. Among recipients of 2010 Preservation Awards held in May was the Park and Open Space Division for its restoration of the pergola at the skating rink at Larz Anderson Park.



121 Princeton Street, one of the houses included in the 20th Century Survey

The Preservation Division assisted in saying good-bye to Town Administrator Richard Kelliher by compiling a book of photographs documenting town events during his tenure.

The Office answered over 900 requests for technical and/or historic assistance from, among others: the Brookline Arts Center, Public Library, Department of Public Works, Brookline Historical Society, the School Department, The Boston Globe, The Brookline TAB, the High Street Hill Neighborhood Association, National Park Service sites of the J.F.K. Birthplace and the Olmsted Historic site, Historic Newton, Metropolitan Waterworks Museum, and the Blithewold Museum in Rhode Island.

COMMUNITY PLANNING

The Community Planning activities of the Department relate to affordable housing planning; the Community Development Block Grant program; and other planning activities such as redesign of the Village Square/Gateway East roadways and the reuse of the Town-owned reservoir at Fisher Hill. Joe Viola is the Assistant Director for Community Planning.

Housing Division

Mission

The Housing Division focuses on maintaining Brookline's diversity by helping to create housing that is affordable to households within a range of incomes. It supports both the preservation of existing, and the development of new, affordable housing for both renters and homebuyers, and administers programs that assist first-time homebuyers.

Staff

The Housing Division staff members are Housing Development Manager Francine Price, and Housing Project Planners Bruce Genest and Virginia Bullock.

Housing Advisory Board

The Housing Advisory Board (HAB) is charged with recommending housing policies, plans and programs for the Town, especially those relating to the promotion of affordable housing, and serves as Trustee of the Town's Housing Trust. The HAB's 2010 membership included Roger Blood (Chair); Steven Heikin; Michael Jacobs; Karen Kepler; Rufus Phillips; Kathy Spiegelman; and Rita McNally, filling the position of tenant representative.



Housing Advisory Board
(L-R) Virginia Bullock, Kathy Spiegelman, Rita McNally,
Fran Price, Roger Blood, Michael Jacobs and Rufus Phillips

New Housing Development

The year 2010 marked the close-out of the 59 unit St. Aidan's project and the initiation of two major new affordable housing projects. Following a November, 2009 Special Town Meeting vote to convey the land to New Atlantic Development Corporation (NAD), the Town and NAD signed a Land Disposition Agreement (LDA). The LDA laid out respective responsibilities for Olmsted Hill, a project that will dismantle two underground reservoirs, prepare the site for and market 10 single family housing lots, and build a 24 unit affordable condominium complex. By the end of the year, NAD had achieved its required special permits, had achieved preliminary approval for its subdivision plan; and was negotiating the sales of the first four single family home lots, while developing construction bid documents for both site work and the affordable housing complex.



Planned Affordable Housing at Olmsted Hill

During 2010, the Brookline Housing Authority requested Town financial support for a new, 32-unit low income rental development, to be built on available land on the site of Trustman Apartments at Dummer and St. Paul Streets. The HAB recommended strong support for this project, funding both early design,

legal and market research activities through a \$109,000 predevelopment loan, and identifying a total of \$1.7 million in affordable housing resources that might be available to the development if it achieves subsidy and tax credit allocations from the Commonwealth.

In addition, the Housing Division and HAB continued to oversee implementation of the Affordable Housing Requirements of the Town's Zoning By-law. During 2010, staff worked with the developers of 109 Sewall Avenue, 321 Hammond Pond Parkway and 1842 Beacon Street to develop affordable housing proposals that will yield a total of nine additional affordable units.

Homebuyer Assistance

The Division's Homebuyer Assistance Program provides technical assistance and financial support for affordable homeownership. It does this through various initiatives. The Division provides loans of up to \$175,000 from the Town's allocation of federal HOME and CDBG funds for down payment assistance to eligible households with incomes below 80 percent of Boston area median income. The Division also provides general homebuyer counseling for those seeking affordable housing in Brookline, including Town employees. It also markets, selects by lottery, determines eligibility and provides technical assistance to buyers of affordable units, whether developed as a special project such as St. Aidan's, created under inclusionary zoning, or available through the re-sale of existing units with affordability deed restrictions.

During 2010, the Division completed the last affordable condominium sale at St. Aidan's, completed four re-sales elsewhere of units subject to deed restrictions, and prepared for the marketing of two affordable units created through inclusionary zoning at 310 Hammond Pond Parkway. It also worked with existing owners of deed restricted properties who sought to reduce monthly housing costs by refinancing private mortgages at lower interest rates.

Using the Existing Rental Stock to Create and Preserve Affordable Housing Opportunities During 2010, the Housing Division continued to reach out to Brookline property owners and potential developers to explore opportunities to create additional affordable housing through the acquisition and renovation of existing rental properties. At the same time, staff worked with the nonprofit Pine Street Inn, owner of 1043-1045 Beacon Street, to complete a \$337,570 rehabilitation program, funded by the federal Community Development Block Grant (CDBG) and aimed at extending the life of this 28-unit affordable lodging house. Staff also worked with the Price Center to initiate a \$192,000 program of energy conservation measures and other improvements, which will extend the life of Humanity Housing, a home serving 10 adults with developmental disabilities.

Homelessness Prevention

During 2010, the Housing Division continued to manage a three-year, \$650,000 federal grant provided under the American Reinvestment and Recovery Act for the Town's Homelessness Prevention and Rapid Re-Housing Program. With the collaboration of several Town departments and agencies led by the Brookline Community Mental Health Center, the program assisted 230 persons in 110 households who were either facing eviction, at risk of becoming homeless, or already homeless.

Affordability Monitoring

The Division monitors affordable housing developed under Town auspices or through inclusionary zoning. At present, 119 rental units at 14 addresses (as well the three properties comprising Center Communities) are subject to annual monitoring in order to assure that the properties continue to lease to income eligible tenants at affordable rents. In addition, 135 condominium units are monitored annually to confirm that the owner is continuing to use the property as his/her primary residence.

Housing Resources

The Housing Division manages a variety of federal, state and local funding resources, which it seeks to use in ways which best leverage outside funding and preserve the Town's Housing Trust. During 2010,

Brookline received an allocation of \$510,228 in federal HOME funds through the WestMetro HOME Consortium and programmed \$287,000 for affordable housing from the Town's CDBG allocation. During 2010, there were no additions to Brookline's Housing Trust other than \$19,000 in interest. A total of \$469,000 was committed from the Housing Trust to predevelopment loans for Olmsted Hill and the BHA's Dummer Street/Trustman Apartments project.

COMMUNITY DEVELOPMENT DIVISION

The Community Development Division is responsible for statutory and regulatory compliance for the Town's Community Development Block Grant (CDBG) program. The Division's charge is to direct all aspects of the grant, including administration, contracts, fiscal management, oversight, planning, and overall execution of the program. For Fiscal Year 2010 (July 1, 2009 to June 30, 2010), the Town received approximately \$1.64 million in CDBG funds.

In Fiscal Year 2010, the Town allocated funding to twenty eligible activities. Among the projects funded were building improvement projects at the Brookline Community Health Center and the Humanity House, a group home for ten developmentally delayed adults operated by the Barry L. Price Rehabilitation Center, Inc. Keeping to its commitment to help preserve affordable housing in the Town and to provide safe and sanitary housing, the Town allocated CDBG funds to the Brookline Housing Authority for improvements to its developments that house families and the elderly. Funds were also used for the assistance to microenterprises with the goal of assisting aspiring entrepreneurs to launch a new business or to grow an existing business. Finally, funds were used by many public service agencies whose services are geared toward low-income families, teens and elders.

Grant Administration

In the past year, grant administration staff continued to be busy with the oversight of American Recovery and Reinvestment Act (ARRA) funding recipients. The Town continued to administer \$436,204 in CDBG-R stimulus funds that were awarded to a wide range of community development activities and programs, all of which were required to be "shovel ready". CDBG-R was created to stimulate the economy through job creation, and the Town oversaw the use the funds for projects such as sidewalk reconstruction in eligible areas, non-profit and public housing capital improvements, small business loans, and for a job training program.

Gail M. Lewis, the Town's CD Administrator, is responsible performing administrative oversight and coordination of the daily operations of the entitlement grant and sub-grantee supported activities for the CDBG entitlement program. The Division's fiscal assistant, Ewana Lindo-Smith, continued to capably assist Ms. Lewis with day-to-day management of the block grant and other federal grants, along with intern Vanessa Irzyk.

CDBG Advisory Committee

Citizen participation is a key component to the CDBG program. As noted, the Community Development Advisory Committee is charged by the Town with making recommendations on the entitlement grant and forwarding its recommendations to the Board of Selectmen. Every winter, the Committee conducts a series of public hearings on grant requests which culminates in preliminary recommendations on grant allocation to the Board of Selectmen. It is anticipated that the Committee will continue to face difficult choices in making future funding recommendations given the wide range of community and housing needs identified in the Town.

Homeless Consortium

The Town of Brookline is part of a Continuum of Care Consortium which has been developed to establish a comprehensive and coordinated approach to address the needs of homeless families, and individuals at risk of homelessness. To better serve the needs of Brookline residents who may be homeless or at risk of homelessness, the Town is one of four communities that comprise the Continuum of Care Consortium. Originally comprised of the cities of Newton and Watertown, the Town of Brookline and the City of Waltham have become participating members. The City of Newton is able to provide

transitional houses and permanent supportive housing for homeless families and individuals, while emergency shelters for families operate within the Town of Brookline and the City of Waltham. A consortium-wide strategy has been developed to reduce homelessness which includes: planning and coordination; data collection; prevention; outreach and assessment; and permanent supportive housing.

In fiscal year 2010 the Brookline-Newton-Waltham-Watertown Consortium applied for McKinney-Vento funds to address homeless issues in the four member consortium. In December, 2010 the consortium was awarded \$1.2 million for 12 activities among the four communities.

ECONOMIC DEVELOPMENT

The Economic Development Division encourages appropriate growth and fosters the prosperity of businesses in the Town's commercial areas. The Division also supports the Economic Development Advisory Board to expand net revenue to the tax base to support Town programs and services.



Economic Development Advisory Board

Recession Challenges

Encouraging a healthy Brookline retail sector is more critical than ever in these challenging economic times. Not only do active commercial areas provide real estate taxes, they are also a factor in keeping strong residential property values. And in fiscal year 2010, more than half a million dollars in additional income to the town was generated from the local options meals tax, implemented at the start of the second quarter of fiscal 2010.

The recession continues to affect our local businesses. Overall consumer spending levels are flat. Even though interest rates have remained historically low, business bank loans and credit lines continue to be very difficult to obtain. Maintaining ideal inventory levels is a huge challenge (excess inventory is expensive to carry, but too low an inventory interferes with daily operations and discourages customers). Census data shows that Brookline has a higher than average residential turnover which creates a continuing challenge for our small businesses to be known.

Finally, although construction at 10 Brookline Place was able to begin in 2010 for a significant 18,000 square foot expansion, plans for larger medical tenant spaces such as the Red Cab site and 2 Brookline Place were shelved. These delayed plans negatively affect daytime demand for our retail businesses, and delay long-term planning for commercial tax growth.

Nonetheless, the overall retail sector in Brookline continues to function strongly. Brookline's Town-wide vacancy rate decreased by 1% from 2009 to 2010, to 6.1%. According to the National Association of Realtors/CBRE – Econometric Advisors, the greater Boston average retail vacancy rate is 9.6% and the national retail vacancy is 13.1%. The Town's percentage of chain stores remained constant (and lower

than a typical national average of 50%), at 21.2%.

Monetary Assistance

Two new federally-funded Community Development Block Grant (CDBG) Economic Development programs are underway for qualified businesses with five or fewer employees. The Business Incubator program has identified three businesses to assist in planning, launching and/or continuing to thrive. Services include business plan review, market analysis consulting, and training. The Microenterprise Capital Improvements program is utilizing \$50,000 of CDBG Recovery Act funds to assist with capital needs of qualified and established home-based, office, and/or retail businesses. Finally, the locally-funded revolving façade and sign loan program granted a loan for a new sign of one of our merchants in 2010, and anticipates granting one to two additional loans in 2011.

Keeping our Neighborhood Centers Vibrant & Healthy

The Transportation Board and Division are continuing to seek a solution that makes traffic congestion better while not having a significant negative impact on our commercial areas, and the Economic Development Division has been working hard to keep the conversation going between the business community and the Town. The Economic Development Division worked with a Community-Supported Agriculture (CSA) Farm to find an appropriate location for their patrons to pick up pre-paid shares of a seasonal subscription to fresh food. CSAs are gaining popularity, and are a great way for residents to choose healthy habits. Locating the pick-ups in convenient and appropriate locations is a benefit for all.

New Technologies

Economic Development worked with the Brookline Commission for Women's We Can (Women Entrepreneurs Collaborating and Networking) series to bring the co-author of *Twitter for Dummies* to Brookline on April 28th. This was a great opportunity for new, current and prospective female entrepreneurs to meet, network and learn how to promote themselves and their business through social media. Additionally, new parking meter card technology was initiated in Brookline. These new parking cards are refilled at participating merchant locations and enable patrons to use the same card to make other purchases around Town.

Looking Ahead: Cleveland Circle & Red Cab Revitalization

Conceptual development plans are underway for the Circle Cinema Site at Cleveland Circle. Building on the work done in 2009 by the Urban Land Institute, Economic Development worked with Town Meeting Members and the City of Boston to begin a master-planning process for the redevelopment of this abandoned movie theatre into a hotel with office, retail, and restaurant space. Similarly, a Selectmen's Committee was appointed to study appropriate redevelopment options for the Red Cab site at 111 Boylston Street, including an analysis of zoning and parking requirements, shadow studies, and financial feasibility. This Committee was named the "Davis Path Special District Zoning Study Committee", and is expected to recommend a zoning amendment in 2011 that would permit appropriate development while mitigating impacts on adjacent neighborhoods and historic districts.

ZONING BOARD OF APPEALS



Board of Appeals

Robert DeVries, Jesse Geller, Mark Zuroff, Enid Starr, Christopher Hussey.

The Board of Appeals is a three member quasi-judicial board that is responsible for reviewing and approving applications for relief by special permit and by variance from the requirements of the Zoning By-law, in accordance with the "Massachusetts Zoning Act" – Massachusetts General Laws, Chapter 40A. The Board is composed of three members: Co-Chairs Jesse Geller and Enid Starr and Board Member Robert DeVries and five associate members that sit should regular members be unable to do so due to absence or conflict of interest. The associate members for 2010 are Jonathan Book, Christopher Hussey, Lisa Serafin, A. Christina Wolfe and Mark Zuroff. Town Clerk Patrick Joseph Ward serves as the Secretary for the Board of Appeals. The Board usually meets weekly and generally hears two cases each week. Three members sit for each hearing and a unanimous vote is required for an appeal to be granted. The 2010 caseload was 74 cases, a decrease of five cases from the previous year, eight of which were withdrawn. The Board required 41 hearings and two site visits in order to complete their review of these cases. The Board, pursuant to M.G.L., c. 40A, s.11, published 148 notices of these hearings in a newspaper of general circulation and sent by mail 21,598 hearing and decision notices to all "parties in interest" and to Town Meeting Members within the precinct the property is located and in abutting precincts as required by the Brookline Zoning By-law. This represented a decrease of 8,204 notices sent from the previous year.

Brookline Housing Authority

Brian Cloonan, Director

General Information

Board Members

The Housing Authority has five members, four of which are elected for overlapping five year terms while the fifth is appointed by the State. During 2010, the membership of the Authority was: David Trietsch, Chairman Michael Jacobs, Vice Chairman, Barbara Dugan, Treasurer, Roxanne Berman, Member, Joanne Sullivan, Member, Brian Cloonan, Executive Director and Matthew Baronas, Assistant Director

The Authority administers the following Programs:

Housing for Seniors & Disabled

of Units

Walnut Street Apartments
4-24 Walnut Street

24

Trustman Apartments

84

7-33 Egmont Street

144-156 Amory Street

337-347 St. Paul Street

Ralph Sussman House
50 Pleasant Street

100

Arthur O'Shea House
61 Park Street

100

Applications can be obtained Monday through Friday between 8: 30 A.M. and 4:30 P. M. at the main office located at 90 Longwood Avenue, Brookline, Massachusetts or by calling (617) 277-1885. All 1,2,3 Bedroom family waiting lists are closed until further notice except for the family accessible Apartment wait lists.

Theresa Morse Apartments
90 Longwood Ave

100

John W. Kickham Apartments
190 Harvard

39

Col. Floyd Apartments
32-40A Marion Street
19-36 Foster Street Extension

60

Section 8 Leased Housing:

Section 8 Housing Choice Vouchers
Preservation Vouchers

619

50

M.R.V.P. Leased Housing:

Mass Rental Voucher Program

39

Housing for Families:

Walnut Street Apartments
22 High Street

76

High Street Veterans
6- 30 New Terrace Road
176-224 High Street
186-218 Chestnut Street

186

Egmont Street Veterans
51-85 Egmont Street
338-348 St. Paul Street
209-221 Pleasant Street

120

A. Program Activities:

In 2010, the Brookline Housing Authority achieved several notable milestones:

- The BHA worked diligently to maintain 100% utilization of Rental Housing Choice Vouchers.
- DHCD/TANF Program Assisted families towards self-sufficiency.

B. Capital Improvements:

The BHA continued its efforts to modernize buildings and grounds at several developments.

- With Town CDBG grants, the heating system was replaced at 11 Harris Street and windows were repaired and replaced at 1057 Beacon Street.
- With federal capital grants, facades at 50 Pleasant St, 61 Park Street and 90 Longwood Avenue were renovated, the roof at 61 Park Street was replaced and the fire alarm at 90 Longwood Avenue modernized.
- As part of BHA effort to federalize Col. Floyd Apartments, all unit windows were replaced.
- Finalized plans and secured \$8.8 million in funding for these comprehensive modernization at Trustman Apartments. Completed lead paint abatement in rear halls in preparation for the modernization work.
- Contracted with an energy service company for water and energy savings audit at federal buildings.

C. Economic and Education Programs:

- Enhanced Senior Support Services were offered by Springwell to residents of the O'Shea House and Sussman House. The goal of this program is to maintain a high quality of life for our elderly and disabled residents while continuing their ability to live independently.
- On- going Classes and Programs at our Computer Learning Centers, located at 22 High Street, Egmont Street and High Street Veterans.
- Over one hundred area teenagers from the Brookline Community participated in summer employment and the summer peer leadership program.
- In Partnership with the Brookline School Department, expanded award-winning Steps to Success Program designed to maximize opportunity for BHA youth to attend college.
- Continued Next Steps program offering educational and career enhancement counseling to families.

D. General Administration:

- Proceeded to develop Concept plans for new 32 unit building on BHA owned site at 86 Dummer Street. Permanent funding application is pending.
- Sixteenth Annual Thanksgiving Dinner was enjoyed by many seniors, friends and neighbors at the O'Shea, Sussman and Morse Apartments.
- Revised Annual Agency Plan with the assistance of a Resident Advisory Board. The plan includes a mission statement, goals and objectives, and numerous policies and budgets. The plan was submitted to the U. S. Department of Housing and Urban Development (HUD) for approval.
- Continued close partnerships with several public & private local entities, including The Brookline Police Department, Brookline Community Fund, Brookline Health Department, The Brookline Center, and Brookline Recreation.
- Continued to receive program and financial audits that recognize a "Clean Bill of Health" for BHA operations.
- For more information please, visit our website at www.brooklinehousing.org

HUMAN SERVICES

BROOKLINE HEALTH DEPARTMENT

Dr. Alan Balsam, Director

The Brookline Health Department has as its mission the protection of the health of Brookline residents and others who may work or otherwise be associated with the Town. Toward that end, the Department maintains an active surveillance system of health status indicators, and has planned, implemented, and continues to evaluate a broad spectrum of local health services designed to reduce morbidity and mortality and enhance the quality of life of those who live and work here.

ADMINISTRATION

During 2010, the Department continued a formal community health needs assessment of Brookline. With support from the Brookline Community Foundation (along with other medical institutions and foundations), the Council on Aging and the Department of Public Health published a study of Elders 85+ in Brookline as Volume 12 of Healthy Brookline. This will be used to plan programs to improve the health status of elders over 85, and to track progress over time. Alberta Lipson Ph.D served as principal investigator for this important study.

The Department management structure was maintained, providing for more access to the Director, and elevating core public health functions. In addition to the on-going biweekly management team meetings, periodic all-staff meetings with an educational component served to help build a sense of mission and community among staffers, and to enhance intra-departmental communication.

This year, the Department continued to be successful in leveraging non-Town resources for a broad range of projects. Over \$200,000 was raised from a variety of sources including medical centers, foundations, federal and state government, etc. In addition, eight well-qualified graduate students were recruited for internships for a variety of public health projects.

The Health Department began the transition from the Boston Visiting Nurse Service (VNA) for providing epidemiology and public health nursing services to incorporating those functions into ongoing Health Department activities, and we maintained our outreach campaign to enroll uninsured Brookline residents in the State's mandatory health insurance plan



Scores of individuals and groups toured the Train Memorial Health Center, Brookline's first Green Building, and the building was featured as part of the national Solar Tour by the Northeast Sustainable Energy Association. In addition, the Jennifer A. Lynch Garden of Remembrance, located adjacent to the Health Center, provided a focal point for a number of public events.

The Town Emergency Preparedness Committee continued to meet regularly to prepare for the possibility of an

emergency. The Health Department took the lead on issues related to pandemic preparation and bio-terrorism, convened a leadership committee, and conducted additional exercises with key Town personnel. Dawn Sibor continued as our Emergency Preparedness Director, over 200 health professionals and others have been recruited to our Medical Reserve Corps which will support the Health Department in the event of an emergency, and provide support for Health

Department activities including flu clinics. In addition, an ambitious schedule of training was completed.

This preparation proved extremely valuable when a water main break in Weston led to a boil water notice for Brookline and surrounding communities. Within hours, 30 MRC volunteers were mobilized to provide written instructions to all food service establishments in Brookline allowing them to continue operating. Volunteers continued to assist with water distribution throughout the several day crisis.



Members of Brookline's Medical Reserve Corps (MRC) receive the Excellence in Immunization Award from the Massachusetts Department of Public Health in May, 2010 for their work in immunizing Brookline residents against the H1N1 flu virus.

ENVIRONMENTAL HEALTH SERVICES

This Division, led by Patrick Maloney, MPAH, oversees many State-mandated programs including the licensing and inspections of food establishments, housing code inspections and enforcement actions, swimming pools, solid waste handling practices, animal, insect and rodent control, and the abatement of general nuisances. Additional concerns include asbestos removal, lead in the environment, hazardous waste, indoor air quality, and the enforcement of state and local tobacco control requirements, including the issuance of permits for tobacco retailers and monitoring the over-the-counter sale of tobacco products.

Brookline continued monitoring compliance with the Town's Tobacco Control By-Law and pursuing complaints concerning infractions of the law. In addition, we held three workshops for apartment and condo owners regarding smoke-free housing policies.

Brookline continued to be one of the only Towns in the State to fully implement non-criminal dispositions (tickets) as an enforcement element to inspections. The Division completed all mandated inspections as required by State regulation (including Over 610 housing and over 675 food service inspections).

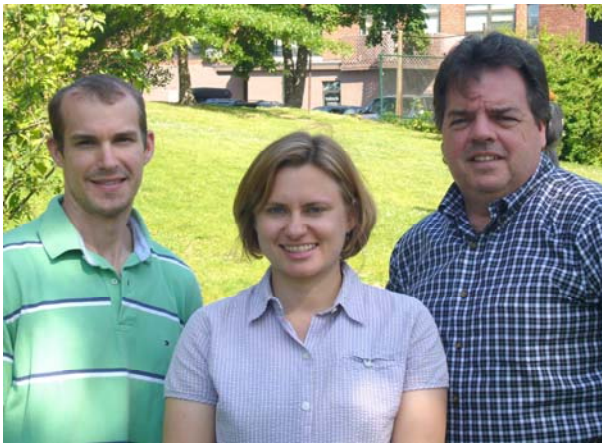
Mosquito control activities continued this summer as part of the Town's Integrated Pest Management (IPM) practices. The Division treated 3,500 Town catch basins with a bacterial larvicide, with support from the DPW, to prevent the hatching of adult mosquitoes. We maintained our surveillance system for mosquitoes and produced information on ways to reduce risk for mosquito borne diseases.

The Division helped enforce the Town's policy on snow removal with the DPW. Also working with DPW and other town departments, we continued a mercury disposal program in two Brookline locations. With support from the State Health Department we continued a program for safe sharps disposal.

The Division continues to work with the Information Technology Department to test in-field inspectional software and data collection and to implement the GEOTMS software system to replace the Permits Plus system.

The Division responded to hundreds of requests from the public for information on indoor air quality, lead, and solid waste disposal. We implemented the new guidelines for allergy awareness at all food service establishments in Brookline. The Division offered three rabies vaccination clinics in conjunction with the Newton Health Department. The sealer of weights and measures tested all town weighing and measuring devices, taxi meters, and scanners to ensure accuracy.

Division staff received awards in 2010 for accomplishments in their field. Jared Orsini received the National Environmental Health Association Certificate of Merit for the State of Massachusetts. Mr. Orsini was recognized by the state association for his efforts on implementing Brookline's trans fat regulation. Megan Baldwin was selected by the International Food Protection Institute to attend an all expenses paid training course in Battle Creek Michigan on the Food Service Plan Review Standards. Patrick Maloney received the 2010 Massachusetts Environmental Health Association's Presidents award for his many contributions to the State Association.



Environmental Health staff were recognized by professional organizations in 2010.



Mary Minott and students from Brookline High Environmental Action Club built a sculpture out of plastic bottles as part of their "Think Outside the Bottle" campaign to reduce plastic bottle use.

CHILD HEALTH

Under the direction of Gloria Rudisch M.D., MPH. the Division of Child Health continued to be the Department's liaison with School Health Services and the nursing and health education staff in the schools, and oversaw all programs targeting children and youth. There continues to be a strong association with the Essential School Health Services grant, which has facilitated the transition to a full-time school nurse leader, provided for technology training and health program materials.

The Daycare Inspection Unit monitored the growing number of group day care centers (27) and extended day programs (16), and Brookline continued to be the only community delegated by the State to exercise inspection and technical assistance responsibilities to assure compliance with the Department of Early Childhood and Care regulations. In addition, the Division maintained a regular schedule of child immunization clinics staffed by public health nurses with physician back up. Over 200 youngsters were served.

We continued to support a program to counter bullying in elementary schools. In addition, we

were able to assist in maintaining the Dating Violence Intervention Program (DVIP) at Brookline High School, and we continue to work with the Students Against Destructive Decisions (SADD) program. We continued to support programs related to health education on many levels, served on the public school Wellness Policy Committee, and worked to support the movement toward enhanced nutrition and physical activity options in the schools. Lastly we have also worked with school nurses and other school personnel in emergency/crisis planning activities.



Public Health and Human Services Director Alan Balsam opened for the Beatle Tracks at an outdoor concert at Emerson Park.

COMMUNITY HEALTH SERVICES

Led by Lynne Karsten, MPH, this Division oversees community health initiatives including women's health, adult immunization, injury prevention, elder health programs, healthy eating, and physical fitness. During 2010, the Division sponsored seasonal flu immunization clinics serving 1,900 residents, including 500 children. We continued the "Clean Hands for Good Health" campaign to educate the community on steps to prevent the spread of disease. The Division expanded its programming in physical fitness and physical activity, strengthening the Town's Brookline On the Move brand, and received continued state funding to promote wellness and prevent disease and disability in Brookline. We continued to provide education and assistance to Brookline residents seeking to enroll in the Commonwealth's new mandatory health insurance programs.

The Women's Health campaign, funded by Brigham and Women's Hospital, involved organizing educational programs and screenings. With our partners at Beth Israel/Deaconess Medical Center, the Department promoted a series on healthy aging and related health issues for seniors. Working with the Council on Aging and Brookline Housing Authority, we continued a Balance Exercise class that involved frail elders in a program to build muscle mass and confidence and prevent falls.



We have continued to work with town departments to train staff to use AEDs. Currently, there are over 30 of these units around Brookline in strategic locations, in addition to those in all emergency response vehicles. Employees in all town and school buildings where AED's are located now have received CPR/AED training.

Translation services in Russian and Chinese were provided to several Town departments. We offered basic public health information at ESL classes in family housing units. The Division

regularly sponsored American Red Cross blood drives at Main Library.



Sonya Elder, Ph. D., Director of School Food Services for Brookline schools, rolls out the Make it Meatless Campaign.

Beginning in 2010, the Division joined th the Selectmen's Climate Action Committee (CAC) and Climate Change Action Brookline (CCAB) in their joint initiative to raise awareness among the Brookline community about reducing Brookline's "carbon footprint." The Division developed projects that show the link between public health and climate change in the areas of nutrition and physical activity. During National Public Health week, we worked with the school cafeterias in promoting the "Make It Meatless Campaign", and in the fall, Community Health played a key role in organizing "Car Free School Day," an event designed to educate school age children about climate change.

PUBLIC HEALTH NURSING/EPIDEMIOLOGY

The Division of Public Health Nursing/Epidemiology oversaw the investigation and control of over 141 reports of communicable disease and over 100 exposures to animal cases. Several outbreak situations, including chickenpox, whooping cough and Noro-virus in schools and long-term care facilities, were investigated and controlled.

Led by Barbara Westley, RN, the Division provided clinical support to all Department screenings, immunization programs, and other clinical activities including control of Tuberculosis and community acquired MRSA. We also provided educational sessions to community groups regarding preparation for flu pandemic (Flu @ home) and caring for children in times of community public health emergencies.

Regularly scheduled blood pressure screenings provided over 260 patient visits. Information and referral services in the areas of foreign travel and other general health issues were also provided. Immunization clinics for under-insured residents administered over 340 vaccinations.

The Division provided technical assistance on vaccine preventable disease issues, and continued to participate in the statewide initiatives addressing emergency preparedness and bio-terrorism.

HUMAN SERVICES/SUBSTANCE ABUSE AND VIOLENCE PREVENTION SERVICES

This Division, led by Lloyd Gellineau, Ph. D. and Mary Minot, LICSW, fields programs and services in both the community and school-based settings. As with previous years, the program has assisted many Town residents and employees, as evidenced by the provision of over 2,200 counseling sessions, 150 class presentations, and over 80 referrals.

The Division contributes to the Domestic Violence Roundtable Steering Committee, the Jennifer A. Lynch Committee Against Domestic Violence, and the Council on Aging. In addition, the Division provides expertise to the Community Health Network Area 18 Steering Committee, the Brookline Homeless Prevention and Rapid Re-housing Program, the Brookline Public Health Department's Health Insurance Initiative, the Newton-Brookline Homeless Consortium, the Commission for the Disabled, two dozen community self-help groups, and charitable organizations. In conjunction with the Environmental Health Division, the Council on Aging,

Brookline Community Mental Health Center, and the Brookline Community Foundation, we continued facilitating the Hoarding Task Force to develop a comprehensive protocol to manage hoarding situations in the Town.

The Division maintains a Substance Abuse Program Database and a Substance Abuse Self-Assessment Survey which is on the town website and we continued to assist the organization of the annual bartender-training program.

The Division coordinated the prevention activities of B-CASA, the Brookline Coalition Against Substance Abuse. B-CASA is a community effort to address the underlying contributing factors of teen substance use and to offer effective prevention strategies. Membership includes students, parents, police, and school staff, local clergy, youth serving professionals, and alcohol and drug prevention professionals. The Drug Free Communities Support Program grant from the Substance Abuse and Mental Health Services Administration (SAMHSA) entered the second year of its five year funding cycle.

This year the Brookline Parents Education network (BPEN) was expanded. BPEN is a parent outreach initiative that works with Brookline schools and PTO's to engage and educate parents through newsletters, parent network groups, educational presentations, and community forums. Other projects included SADD (Students Assisted Destructive Decisions), the STARS summer program; the Peer Leadership program with 45 peer leaders providing presentation to over 500 elementary school students; a social norms campaign, the "Brookline 1200 and Counting," 1,200 BHS students chose not to use alcohol or other drugs in the past month according to the most recent BHS Youth Risk Behavioral Survey (YRBS); the Kick Butts anti-smoking; and the "Think Outside the Bottle" campaign in conjunction with the Brookline High Environmental Club to reduce the use of plastic bottles.

The Division offers two intervention programs, the Brookline Substance Abuse Program (BSAP) program for students with alcohol or other drug related problems, and the Youth Diversion Program in conjunction with the Brookline Police and Courts. Both programs offer substance abuse assessments and treatment planning, counseling, and referral to area providers.



Advisory Council on Public Health

ADVISORY COUNCIL ON PUBLIC HEALTH

A dedicated group of six unpaid volunteers continue to serve as members of the Advisory Committee on Public Health (ACPH). Meeting monthly, the Council provides the Director with advice on budget, policy and Town meeting issues, health needs assessments, and a range of operational issues. Dr. Bruce Cohen and Ms. Cheryl Lefman were reappointed by the Board of Selectmen. They rejoin Dr. Milly Krakow, Dr. Anthony Schlaff, Ms. Pat Maher and Ms. Roberta Gianfortoni on the Council.

Another highlight of the year for the ACPH was the election of Dr. Bruce Cohen to the Chair. Dr. Cohen has identified a number of important goals for the Council for the coming year, including working with Dr. Balsam to expand the Medical Reserve Corps in Brookline, fielding another Public Health Policy Forum in the spring, and continuing a campaign linking fitness, nutrition, and lessening climate change.

In 2010, the Friends of Brookline Public Health, a membership organization conceived to build a constituency for public health in Brookline, entered its thirteenth year. The goal of 150 individual members and six corporate members was achieved. A Board of Trustees of 15 persons, including four officers, was elected, and activities included our Annual Meeting and reception.



The Board of the Friends voted to fund several public health initiatives including Brookline (Climate Change) 2010, a linkage with our Sister City in Nicaragua, the public health on-line quizzes, and Artz Alzheimer's.

The Friends also co-sponsored the 14th Annual Public Health Policy Forum entitled "Universal Health Care: "What Happened, What's Next?" in conjunction with the Brookline Center for Adult and Community Education and the Council on Aging, moderated by former Governor Michael Dukakis. The forum attracted over 200 people.

Finally, the Friends continued the Annual Public Health Leadership Award in Brookline and announced the 2010 award to Dr. Peter Moyer, for his outstanding efforts in public health and service to the Brookline community. The Herb Carlin Community Health Awards went to Brookline (Climate Change) 2010 and Lovin Spoonfuls, a Brookline food recovery organization.



Public Health Leadership Award presented to Dr. Peter Moyer for his outstanding efforts in public health and service to the Brookline Community.



Climate Action Today leaders accepted the Carlin Community Health Award from the Friends of Brookline Public Health.

Human Relations-Youth Resources Commission

C. Stephen Bressler, Director



Created by Town Meeting in 1970, the Human Relations-Youth Resources Commission is Brookline's official agency working in the areas of intergroup relations, civil rights and youth advocacy.

Membership

During 2010, the Commission bid goodbye to member Lena Wong. Brookline Police Captain Tom Keaveney was appointed to the Commission. Dr. Doreen Wilkinson was appointed as a full member after having served as an associate member. Dr. Ed Wang continued as Chair of the Commission and Karen Fischer continued as Vice Chair.

Administration

The Human Relations-Youth Resources Commission full-time staff consisted of Director C. Stephen Bressler. Occasional secretarial assistance was provided by Health Department secretary Ongelita Mockabee Miles and Veterans Services secretary Ann Marie Cedrone.

In addition to his work in inter-group relations and assisting residents of the town in addressing a variety of personal and societal problems, the Director is Brookline's Affirmative Action Officer, Fair Housing Officer, Americans with Disabilities Act Coordinator, Ombudsman for CATV and staffs the Broadband Monitoring Committee, is a member of the CATV Coordinating Committee, the Home Heating Task Force, the ADA Transition Team, and Brookline Holocaust Memorial Committee and serves as a member of the Town's Emergency Management Team.

Community Relations

Commission Chair Dr. Ed Wang continued to note that the monthly meetings of the Human Relations-Youth Resources Commission offer opportunities for groups and individuals to inform the Commission of what they are doing, what actions they may be undertaking, and how the Commission may be of assistance.

Police/Community Relations

Commission Chair Dr. Ed Wang indicated that the Commission looked forward to participating in the programs recommended in the Final Report of the Citizen Complaint Review Committee.

On November 10 the Commission met with Police Chief Daniel O'Leary to discuss *Police Department Racial/Gender Breakdown of Police/Community Interactions January-June 2010* and *Brookline Police Part A Crimes*, where he spoke about specific occurrences in the town, plans for new hiring, the Citizen Complaint Review Committee, cameras along the public way, and publicizing crimes on www.crimereports.com

Human Relations Youth Awards

With much appreciated financial assistance from the Brookline Rotary Club, the Commission's Youth Awards Committee (chaired by Dr. Ed Wang, with members Dr. Laurie Dopkins, Karen Fischer, Barbara Scotto, Dr. Doreen Wilkinson, and Lena Wong) sponsored the 24th Annual Human Relations Youth Awards on May 24th at Hunneman Hall at the Brookline Public Library.

Human Relations Leadership Awards were given to Arthur Azatyants, Rachel Calixte, Jimmy Desire, Ximena Jimenez, Chris Laguerre, David Lamour, Jonathan Lopez, Vanessa Renderos, Stephanie Rodriguez, Lesly Suriel, and Mariano Suriel of the Steps to Success Leadership Team; and to Elana Ben-Akiva, Selda Buyukozturk, Ben Hoff, Nadya Karpova, Sarah Plovnick, Mohini Srivastav, and Lesly Suriel of the Emerson Literacy Project; and to Katya Stavisky of the Cambodian Partnership. Community Service Leadership Awards were given to Pierce School student Lilly Hecht and to Devotion School student Diego Fernandez-Pages. Letters of Commendation were given to Arthur Abramskiy, Carl Anderson, Rohan Datta, Donnell Dias, Greg Hynes, Henry Liu, Timmy Mon, and Abdul Noor of the Disaster Relief Club; and to Genevive Bondaryk, Carol Dalgarno, Alice Foster, Sophie Herscovici, Avital Liberzon, Rinara Sa, Wenxin Song, and Megan Yee of Devotion School 4GO.

A standing room only crowd heard comments from Commission Chair Dr. Ed Wang as well as Selectmen Jesse Mermell and Ken Goldstein, School Committee member Barbara Scotto, Brookline Teacher and Pennies for Peace advisor Marcy Prager, and Brookline Rotary President Shirley MacPherson.

Fair Housing

Director Stephen Bressler began producing and hosting a new local access television program *Fair Housing Conversations*. The first show was recorded on March 23 to be aired in April, Fair Housing Month, and featured Commission Chairman Dr. Ed Wang, Managing Attorney of the Consumer Rights Unit of Greater Boston Legal Services Nadine Cohen, Executive Director of the Fair Housing Center of Greater Boston Tracy Brown, and Attorney and Chair of the Newton Fair Housing Commission Sheila Mondschein. The second show was recorded on April 20 and was a profile of the Fair Housing Center of Greater Boston with guests Managing Attorney of the Consumer Rights Unit of Greater Boston Legal Services and a founder of the Center, Nadine Cohen, as well as Executive Director of the Fair Housing Center of Greater Boston Tracy Brown.

The third and fourth shows, recorded on October 26 and November 30, dealt with the topic of fair housing as it impacts persons with disabilities and featured Eileen Berger, Chair of the Brookline Commission for the Disabled, and Jeffrey Dougan, Assistant Director/Community Services, and Naomi Goldberg, Client Services Unit Manager, both of the Massachusetts Office on Disability. These shows were seen on Brookline Access Television and were also accessible on-line at www.batv.org.

Brookline Public Schools

Brookline School Committee member Barbara Scotto served as liaison to the Commission providing a conduit for interaction with the Brookline Public Schools.

2010 Census

Following several meetings with Census officials during 2009, Commission members and staff continued to support Census activities in the Town. An article written by Vice Chair Karen

Fischer on behalf of the Commission urging residents to participate in the Census appeared in the TAB. The Census Bureau presented a plaque to the Commission in recognition of our assistance.

Hidden Brookline

Malcolm Cawthorne, a member of the Commission's Hidden Brookline Committee and a history teacher at Brookline High School, wrote a marvelous Op Ed piece, "No Longer Hidden Brookline" on the African-American experience in Brookline that appeared in the TAB in February.



2010 Hidden Brookline Committee



Dr. Emilie Dawes Steele addressing Patriot's Day crowd at Devotion House.

In cooperation with the Brookline Historical Society and the Daughters of the American Revolution the Hidden Brookline Committee was represented by Dr. Emilie Dawes Steele at the April 19 Patriot's Day celebration outside the Devotion House. Dr. Steele is a descendant of William Dawes, who, with Paul Revere, rode to towns outside of Boston alerting people that the British were coming.

On April 26, Hidden Brookline Committee Chair Dr. Barbara Brown addressed the High Street Neighborhood Association annual meeting on the work of the Committee.

During 2010, Dr. Brown conducted walking tours for public school 4th graders and teachers pointing out important African-American sites in the town. Committee member Suzette Abbott put together a virtual walking tour that is accessible on the Town website.

On April 25 the Committee sponsored a showing of the film on the slave trade "Traces of the Trade" at the Brookline Public Library, followed by a discussion led by Dimitry Anselme, Program Director at Facing History and Ourselves, and with participation by James DeWolfe Perry, who appeared in the film. The program was coordinated by George Chapman. Purchase of the DVD "Traces of the Trade" was made possible by the Brookline Rotary Club.

Virtual Street Corners

The Commission supported artist John Ewing's Virtual Street Corners project in June that visually and aurally connected Coolidge Corner in Brookline with Dudley Square in Roxbury.



2010 Domestic Violence Committee

Domestic Violence

The Director played a significant role in helping to combat domestic violence in the town. In addition to serving on the Jennifer Lynch Committee Against Domestic Violence, he staffed the Brookline Domestic Violence Roundtable and was producer for, and appeared on, the Roundtable's Brookline Access Television show *The Safety Net* hosted by Ronny Sydney, now in its 15th season. During 2010 *The Safety Net* had as guests: State Representative Peter Koutoujian; Sgt. Bill Riley, Det. Cheryl Molloy, Officer Prentice Pilot, and Doreen Gallagher of the Brookline Police Domestic Violence Unit, as well as Chief Daniel O'Leary; Craig Norberg-Bohm, Men's Initiative for Jane Doe Inc.; Dr. Lloyd Gellineau and Dr. Gloria Rudisch, Brookline Health Department; Attorney Dr. Susan Howards; Emily Mejail, Peer Leader, Brookline High School; David Adams, Director, and Teresa Martinez, Latino Program Coordinator, of EMERGE; Pat Norling, Founder, Jennifer Lynch Committee Against Domestic Violence.



(L-R) Stephen Bressler, Director, Human Relations-Youth Resources Commission, State Representative Peter Koutoujian, Host Ronny Sydney, Det. Sgt. William Riley, Domestic Violence Victim Advocate Doreen Gallagher)

Martin Luther King Celebration

The Board of Selectmen created a Martin Luther King Celebration Committee to plan the event in 2011. Commission Chair Dr. Ed Wang, Vice Chair Karen Fischer, members

Rita McNally and Larry Onie, and Director Stephen Bressler, were appointed to serve on the Committee.

Haiti

Commission member Kay O'Halloran, who has been intimately involved with a church group that supports three homes for homeless and/or disabled children in Haiti, and who had been to Haiti following the earthquake there, reported at several meetings on life in the country and how the devastation has impacted the population.

Commission Meetings

During 2010, the Commission held 11 staff-assisted regular monthly meetings. Topics discussed included:

January

Discussion on social changes that have taken place during the forty year history of the Commission; the need to have a town-wide Martin Luther King celebration; planning for 2010 Brookline Youth Awards; report on Westboro Baptist Church anti-gay demonstration at Brookline High School and the community's response

February

Haiti in the aftermath of the earthquake; Commission partnership with the U.S. Census and our encouragement that residents participate in the counting; updating the Commission website; the 2010 budget process

March

The Commission's new cable television program on Fair Housing; meeting with school principals to discuss the 2010 Brookline Youth Awards; plans for next year's Martin Luther King celebration

April

The Commission's Hidden Brookline Committee participation on Patriot's Day; finalizing the agenda for the 2010 Brookline Youth Awards program

May

The Commission's Hidden Brookline Committee showing of Traces of the Trade; municipal workforce diversity

June

Report on the 2010 Brookline Youth Awards; Commission member participation in the Flag Day Parade

August

Discussion on the Open Meeting Law; update on teen center; new Census data

September

Report on Wheelock College in Brookline program featuring visiting Nigerian poet Gabriel Okara; update on situation in Haiti; letter to TAB on concerns about a Florida pastor burning copies of the Koran; discussion on letting non-citizens vote in Town elections; discussion on hate crimes tracking; presentation by member Rita McNally on activities undertaken by the Commission over the past 40 years

October

Presentation by Rebecca Stone on letting non-citizens vote in Town elections; report on meeting with Chair of the Board of Selectmen; Town participation in the Commonwealth Compact; discussion on inter-religious relations

November

Presentation by Police Chief Daniel O'Leary on police/community relations and statistics covering January – June 2010; preliminary discussion on 2011 Brookline Youth Awards

December

Meet with former selectwoman and state representative Ronny Sydney on issues of mutual concern; report on forthcoming Martin Luther King program

Regional Programming

The Director participated in meetings of the Norfolk County District Attorney's Anti-Crime Council,

and at meetings of the Massachusetts Association of Human Relations/Human Rights Commissions, where he also served as secretary.

Publications

In 2010 the Commission's popular *Child Care Resource Guide* produced in cooperation with the Brookline Early Childhood Advisory Council was available on-line at http://www.brooklinema.gov/index.php?option=com_docman&Itemid=910

Broadband Monitoring Committee

C. Stephen Bressler, Ombudsman for CATV



Broadband Monitoring Committee

Background

A 15-year license to operate a cable television (CATV) franchise in Brookline was awarded to Times Mirror by the Board of Selectmen (the Issuing Authority) in June of 1982. In 1983 that license was transferred to Cablevision of Brookline (Cablevision Systems Corporation). In early 1984 the Board of Selectmen created the CATV Monitoring Committee to monitor Cablevision's adherence to the license. That same year the Board of Selectmen also appointed Director of Human Relations-Youth Resources Stephen Bressler to serve as Ombudsman for CATV and to staff the CATV Monitoring Committee.

In 1997 Cablevision of Brookline's license was renewed for five years. In 2001 the license held by Cablevision of Brookline was transferred to AT&T Broadband and was scheduled to expire the following year. In 2002 the license was extended for three years. During 2002 Comcast made a takeover bid for AT&T Broadband.

Membership

In 2010, Fran Berger continued as Broadband Monitoring Committee Chair with Stephen Bressler serving as Secretary. Other members on the Committee were Dr. Alan Pisano and Michael Selib.

Comcast

In 2003 the Board of Selectmen approved the transfer of the license from AT&T Broadband to Comcast.

A Cable Television Renewal License between the Town of Brookline and Comcast was finally

granted effective May 1, 2006 and will expire on April 30, 2016. Comcast provides digital cable television (converter box required), video on demand, high definition television, high speed data service (Internet access), and telephone service. Brookline residents may contact Comcast for sales and customer service at 617-731-1343 or www.comcast.com. Residents who are hearing impaired should use the Massachusetts Telephone Relay Service (711) to contact Comcast. Comcast does not maintain a customer service office in the town.

Brookline residents may contact Comcast for sales and customer service at 617-731-1343 or www.comcast.com. Residents who are hearing impaired should use the Massachusetts Telephone Relay Service (711) to contact Comcast. Comcast does not maintain a customer service office in the town.

RCN

In 1998, at the behest of town residents wanting cable television provider competition, and because there were services such as high speed data (Internet access) that were not being offered by Cablevision of Brookline at that time, the Board of Selectmen awarded a ten-year license to operate a cable television franchise to RCN. The federally-mandated three-year license renewal process with RCN began in April 2005. Negotiations concluded with a new ten-year Renewal License being issued on April 28, 2008, expiring in 2018.

In 2010, Abry Partners LLC purchased RCN with management through Patriot Media Consulting of Princeton, New Jersey. The takeover was finalized on August 26th following a License Transfer Hearing held by the Board of Selectmen on June 1. Monitoring Committee Chair Fran Berger and Ombudsman Stephen Bressler participated in the hearing.

During 2008, RCN migrated all of their analog signals to digital. All RCN customers must use a converter box for all tiers of service. In addition, RCN provides video on demand, high definition television, digital video recorder service, high speed data service (Internet access), and telephone service.

Brookline residents may contact RCN for sales and customer service at 1-800-746-4726 or www.rcn.com/boston/. Residents who are hearing impaired should use the Massachusetts Telephone Relay Service (711) to contact RCN. RCN does not maintain a customer service office in the town.

Brookline Access Television (BAT)

For many years the Broadband Monitoring Committee supported the development of a stand-alone local access television facility in Brookline. That vision was realized when BAT inaugurated its state-of-the art facility on the top floor of the Unified Arts Building at Brookline High School at 46 Tappan Street. The grand opening took place on March 28, 2010.

Ombudsman

In calendar 2010, the Ombudsman handled 103 complaints and/or inquiries relative to CATV, Broadband, and other telecommunication services, down from 174 in 2009. The Ombudsman noted that calls this year related to billing problems, rates customers were being charged for service, questions concerning senior discounts, requests for service, downed wires after storms, outages, questions regarding various marketing tier offerings, questions regarding comparisons between CATV and satellite dish TV, WiFi availability, as well as reception problems including disparities regarding volume, and questions as to when Verizon FiOS will be available in Brookline.

The Ombudsman may be reached at: Stephen Bressler, Ombudsman, Broadband Monitoring Committee, 11 Pierce Street, Brookline, MA 02445 or by telephone at 617-730-2330 voice or 617-730-2327 (TDD) or facsimile 617-730-2388 or by e-mail sbressler@brooklinema.gov.

Committee Programming

During 2010, the Broadband Monitoring Committee chaired by Fran Berger held five staff-assisted meetings. David Green, Comcast Senior Manager of Government and Community Relations, and Tom Steel, RCN Vice President for Government Relations/Regulatory Counsel, generally attended these meetings, as did Selectman Dick Benka. The following issues were discussed during 2010:

- Comcast takeover of NBC/Universal and implications for local Comcast service
- Sale of RCN to Abry Partners LLC and implications for local RCN service
- Channel capacity on Comcast and RCN systems
- Comcast service branding as XFINITY and expected service enhancements
- Development of a Comcast wireless service "Comcast to Go"
- 3-D television
- Comparison between CATV and Satellite TV
- Locations of Comcast and RCN customer service operations
- Double Poles
- FCC Network Neutrality and Internet access

Council on Aging

Ruthann Dobek, Director

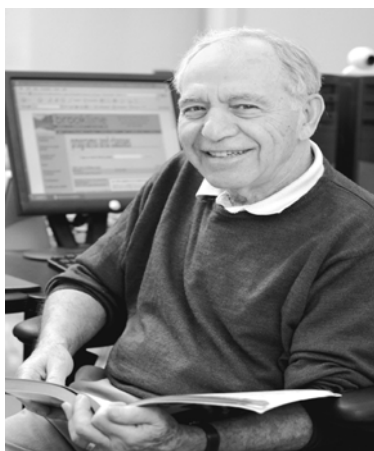


The Brookline Council on Aging, whose members include statutory representatives from other town departments and Brookline citizens, plans, coordinates, and provides comprehensive services for Brookline's older residents and their families. Our mission is to keep elders independent and functioning members of the community and to assist them and their families in finding services, support and resources. The Council on Aging operates the Brookline Senior Center at 93 Winchester Street, which is a community-gathering place, dedicated to enriching the aging experience. It provides a rich, diverse environment with a wide range of opportunities, programs and services. The Council on Aging meets the second Wednesday of the month at the Senior Center at 1:00 p.m., and the public is cordially invited to attend.

Council on Aging services include advocacy, information and referral, geriatric case management and counseling, homecare, employment, income tax assistance, transportation, a monthly newsletter, and insurance benefit counseling. Information and referral remains the backbone of our services. The Council on Aging provides telephone coverage of a dedicated phone line to

answer questions. The questions range from where to find a house cleaner to reports of elder abuse. The Elder Resource guide with sixty different categories continues to receive accolades as one of the best resources available. The on-line guide can be accessed on the web page as well as in print and last year received over 4,000 hits.

Photo credit Raul Melendez



Volunteers continue to be the lifeblood of the Council on Aging. Under the skilled leadership of Vivian Freeman, the volunteer programs flourish. Volunteers help in every facet of the Senior Center operation. They lead current events, movie programs, bridge, ESL classes, and BINGO among many other programs. Local attorneys contribute their services to a legal clinic and lecture series even doing *pro bono* legal work for low-income seniors. The Art Gallery is fortunate to have devoted and talented Jean Stringham as curator. Food service and reception could not function without the dedicated hours of over 30 volunteers, and volunteers totally run the senior gift cart that sponsors many of the programs at the Senior Center. Frail elders receive in-home assistance from friendly visitors, high school grocery shoppers and library delivery service. Our 275 active volunteers were honored at the annual appreciation lunch in April. In 2010, the computer lab manager Bob Roll was honored for his dedication to teaching elders about computer use.

Programs at the Senior Center include breakfast, lunch, computer lab, gift cart, exercise classes, card games, movies, lecture series and health screenings. The Brookline Adult and Community Education Program sponsors a variety of courses, ranging from the humanities to computer skills, and area hospitals as well as the Brookline Health Department contribute health education programs. We continue to collaborate with Brookline Recreation, Brookline Library and the Brookline Police for programs. The Council on Aging remains appreciative of the entire community and individuals who generously donate their time to ensure an exhilarating mixture of classes, groups and programs that keeps the Senior Center a dynamic place to visit.

Highlights of the 2010 Programs include:

- ❖ Chinese New Year's Festival and August Moon Festival
- ❖ Parkinson's Support Group
- ❖ Alzheimer Support Groups- Day and Evening
- ❖ Greek Culture Festival
- ❖ Senior Craft Fair- 26th Anniversary
- ❖ Wisdom Works Group
- ❖ Brookline Reads Programs with Brookline Library
- ❖ Concerts with Brookline Music School
- ❖ "New Health Care Law and Understanding Medicare" Lectures
- ❖ Black History Celebration with Gospel Singers
- ❖ Modern Dance Classes
- ❖ Poetry Workshops
- ❖ Open Studios Weekend Program with 7 Artists
- ❖ Age Well Lectures
- ❖ Careers in Aging Summer Program
- ❖ Spanish Immersion Program
- ❖ Theater Club
- ❖ Zumba Classes

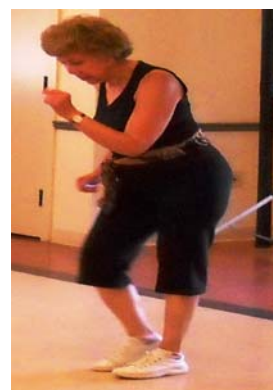


Photo credit Judith Gimple

Zumba!

The Brookline Community Foundation funded a grant in 2008 to study the needs of our oldest

citizens who are over 85 and still living independently. Alberta Lipson, PhD recruited over twenty volunteers who conducted over 223 interviews in 2009. This study showed how active and healthy many of our oldest residents remain. The three needs identified most frequently were centered on transportation, housing and socialization. The core recommendations will provide a set of goals for the Council to adopt as future objectives. The full study is accessible as a printed report and online.

Photo credit Mimi Katz



The Council on Aging continues to supplement its operating budget from the Town by successfully leveraging 24% of its budget in additional funding. In 2010, CDBG grant funding supported the Taxi Discount Program, and part of the homecare social worker's salary as well as an important senior employment program that provides stipends to low income elders who work for the Council on Aging. We are especially pleased with a grant received by Springwell, which distributes Older Americans Act federal grant money. The grant of \$5,000 will fund the Russian Tea Room, Asian outreach programs and Spanish immersion. The Council continues to be proud of the increased diversity efforts that have increased who we serve at the Senior Center. In addition to minority elders we are working with the LGBT Aging task force to ensure that our services are welcoming to all elders.

The Council on Aging is especially proud of its success in privately funding a van for door-to-door transportation to the Senior Center. An important goal since the Senior Center opened; the van provides 400 different elders with over 3,000 round trip rides. On October 27, 2010, the Annual Autumn Benefit fundraising event transformed the Senior Center into an elegant ballroom. Over two hundred citizens supported the Center, raising over \$43,000 while enjoying a delightful evening of delicious food, great music and a rousing game of Benefit BINGO. The supportive community ensures that we are fiscally solvent and are able to provide high quality services at no additional cost to the Town.

Charlotte Millman our talented and ever creative Program Manager retired after twenty-five years of dedicated service. Ms. Millman was involved in every program that is held at the senior center and beyond our walls. Her retirement party was held New Year's Eve Day and throngs of senior's joined in the festivities with tributes to her proving most poignantly that our work touches people and truly matters. We wish her the best in her retirement and are fortunate that she is returning to us as a volunteer.



Photo credit Mimi Katz

In 2010 the whole country continued to suffer an enormous economic downturn and the Council responded with more programs focused on financial security. A grant from the Brookline Community Foundation ensured that outreach for food stamps could continue. We also continued our leadership role by participating in a task force: the Brookline Homelessness and Rapid re-Housing Program coordinated by Brookline Community Mental Health Center and also served as a site for fuel assistance. Agencies serving elders were increasingly concerned about the high cost of living. We continued to ensure that no Brookline elder ever goes hungry with several



nutrition programs serving hundreds of elders weekly.

A new project entitled BCAN – Brookline Community Aging Network began in 2010. B-CAN is a town wide initiative focused on maintaining a high quality of life for older residents in Brookline. It is a collaboration among residents of all ages, the Council on Aging, businesses, and nonprofits to 1) increase opportunities for seniors to engage in the Town's social, cultural and civic life; and 2) build supports that enable independent living.

The accomplishments of this past year are due to the dedication and expertise of

the staff, the board, and the volunteers. We are also grateful for the collaborations of so many who ensure that Brookline is a highly desirable place to grow old. Whether it is another Town department that ensures quality programs and service delivery to the seniors or a local organization that contributes programming, Brookline's elder services is the envy of many a community. We look forward to providing comprehensive services and interesting programs over the next year that will enrich our Brookline senior's lives. As always, we invite the public to visit, and more importantly become involved in our wonderful offerings.

Veterans' Services

William McGroarty, Director

Massachusetts General Laws (MGL-115) mandates the Brookline Department of Veterans' Services, assist Brookline veterans and/or their dependents with living and authorized medical expenses. Directives issued by the State Commissioner of Veterans' Services regulate the scope of these expenses. We assist all residents receiving MGL-115 benefits in obtaining credible healthcare from the VA, Mass Health, Commonwealth Care or other sources. The Brookline Department of Veterans' Services administers these emergency veterans' benefits to ensure that qualified veterans and their dependents receive both the help they need and the respect they deserve. The Town of Brookline appropriates 100% of the monies needed to assist the veterans and/or their dependents. A monthly report is submitted to the Department of Veterans' Services located in Boston. The Brookline Director of Veterans' Services initially approves the itemized expenditures and services. Per Massachusetts General Laws, Chapter 115, the state is required to then reimburse the Town of Brookline 75% of all approved expenditures.

The Department serves as a conduit in filing for all Veterans Affairs benefits for which a veteran/dependent may be entitled, as well as other federally-funded or state-funded benefits such as Social Security, SSI, SSDI, Mass. Health and Unemployment Compensation. Veterans' benefit paperwork can often be confusing if not overwhelming; this office has extensive experience in case managing VA claims. Residents are encouraged to stop by or call (617) 730-2112, if they have any questions or concerns pertaining to state and federal veterans' benefits. We are proud and honored this year to have assisted many Brookline veterans in obtaining the VA pensions and VA Healthcare they were both entitled to, and in many cases desperately needed. We also assist veterans and their dependents that are transitioning back into the workforce. During 2010, there was an increase in veterans requesting assistance obtaining VA pensions and Veterans (VA) Healthcare. The Office of Veterans' Services assisted qualified veterans in obtaining VA Healthcare benefits at low or no cost. For some of these veterans it was the first time they had received medical care in over 20 years. Brookline veterans and qualified dependents received well over \$100,000 a year in new VA pensions and healthcare savings. This Office is proud to assist and aggressively advocate for our veterans and their families.

Through the Military Records Branch, we are able to access veterans' discharge papers of Massachusetts veterans on-line, which saves valuable time in aiding veteran's for benefits. Grave registrations are recorded to ensure that all veterans' graves are decorated with a flag on Memorial Day. (almost 5,000 Veterans graves are decorated annually for Memorial Day.) The Department of Veterans Services is also responsible for ordering VA grave markers on request



for the Veterans interred in Holyhood or Walnut Hills Cemeteries.

The joint efforts of the Veterans' Office, American Legion and the Veterans of Foreign Wars coordinated the ceremonies for Memorial Day and Veterans' Day. On Memorial Day 2010, the Town of Brookline honored its deceased veterans and was inspired by our guest speaker Michael Shepard, Building Commissioner and Vietnam veteran. The Veteran's Day 2010 ceremony was complemented by a heartfelt speech from Mel Kleckner, Town Administrator and Coastguard Veteran.

The continued wars on terror in Iraq and Afghanistan have taken many of our military lives. We paid tribute to our brave servicemen and women at all our ceremonies throughout the year. The men and women returning from war are in need of many assistance programs, from rehabilitation for injuries, to PTSD (Post Traumatic Stress Disorder) from the day-to-day stress of survival. We are working with the VA Medical Center to assure that returning veterans are apprised of all available resources. Our Office has also formed a partnership with the Home Base program to provide veterans with traumatic brain injuries (TBI) and or PTSD or other service connected neurological conditions no cost medical care at Mass General Hospital.

The continued success of our ADOPT-A-POLE program provides a means to honor or show tribute to a veteran or someone special by displaying a flag on one of the poles along the Flag Day Parade route. The application for the ADOPT-A-POLE program is now on our website. For more information please call the Veterans' Office at 617-730-2112.

The age of many of our veterans has created a new challenge which includes finding housing, long-term medical care, and burials for veterans in need. We were fortunate to work with Dr. Lloyd Gellineau (Human Service Coordinator), the Brookline Housing Authority, Council on Aging social workers, and other local agencies, who aided in securing vital services for our Veterans. A special thanks to all who assisted in making this possible.

The Veterans' Office has a staff of two, Bill McGroarty, Director, and AnnMarie Cedrone, Head Clerk. Bill also works as the Emergency Management Planning Coordinator. The Office of Veterans' Services is housed in the Public Health Building (11 Pierce Street) and is enjoying a substantial increase in walk-in traffic. Brookline Veterans are encouraged to stop by, say hello and visit our new office (In Brookline's most environmentally friendly "green" building).

Please visit our website, www.brooklinema.gov/veterans, which has been improved, and updated to include links to the Veterans Administration, which is a federal agency and the state Department of Veterans' Services.

Americans with Disabilities Act Transition Team

C. Stephen Bressler, ADA Coordinator

The Americans with Disabilities Act Transition Team was established by the Board of Selectmen in 1993 as a requirement of Title II of the Americans with Disabilities Act (ADA). The charge of the Transition Team is to evaluate Town programs, services, buildings, streets, sidewalks, parks and playgrounds to ensure accessibility for persons with disabilities. Human Relations-Youth Resources Commission Director C. Stephen Bressler served as ADA Coordinator and worked with the Brookline Commission for the Disabled to address issues of mutual concern. Robert Sneirson served as an assistant to the ADA Coordinator. The ADA Coordinator provided assistance to, and attended meetings of, the Commission for the Disabled.

During 2010 work commenced on updating departmental ADA self-evaluations.

The ADA Coordinator responded to concerns of residents on the following matters:

- Worked with Recreation Department to respond to a request by parent of disabled child for an ice sled at the Larz Anderson Skating Rink
- Concerns about lack of public restrooms around town
- Question regarding access to elevators when evening meetings are held in public schools
- Concerns about architecture and condition of older curb cuts/ramps
- Concerns about the condition of various sidewalks around town
- Question regarding access to stair lifts on Beacon Street
- Concerns about tree roots impacting on sidewalks in various parts of town
- Question regarding Section 504 and services available to students in the public schools
- Request for assistance in obtaining on-street HP space near residence
- Concerns about restaurants and other businesses refusing access to persons with service animals
- Concerns about the insufficient number of taxis that are accessible to persons using wheelchairs
- Question regarding building a chair lift in a private driveway and possible code violation
- Work with Brookline Housing Authority to assist a disabled person
- Work with disabled resident on requesting reasonable accommodation with regard to apartments
- Assist a disabled person subsequent to apartment being damaged
- Question regarding accessible bathroom facilities at Farmers Market
- Concern about misleading signage at Coolidge Corner business suggesting that an entryway is accessible when it is not
- Concern that a sandwich board outside a Brookline Village store was an impediment to persons with vision impairment
- Concern about loose brickwork on Harvard Street sidewalk
- Report of person parked in HP spot refusing to move so that person with valid HP placard could use space
- Counseled individual on process of asking for reasonable accommodation in the workplace
- Work with disabled School Department employee with regard to obtaining handicapped parking
- Counseled parent of disabled person regarding housing assistance
- Concerns expressed regarding snow piles in handicapped spaces in parking lots

The ADA Coordinator, Stephen Bressler, is also the Town's Fair Housing Officer. During 2010 he produced and hosted a local access cable television show called "Fair Housing Conversations". In 2010 two programs were devoted to the topic of Fair Housing as it relates to persons with disabilities. Joining Mr. Bressler on the programs were Eileen Berger, Chair of the Brookline Commission for the Disabled, Jeff Dougan, Assistant Director for Community Services, and Naomi Goldberg, Client Services Unit Manager, both of the Massachusetts Office on Disability.

Lastly, the following ADA tag-line appeared on various town meeting notices: "The Town of Brookline does not discriminate on the basis of disability in admission to, access to, or operation of its programs, services or activities. Individuals who need auxiliary aids for effective communication in programs and services of the Town of Brookline are invited to make their needs known to the ADA Coordinator, Stephen Bressler, Town of Brookline, 11 Pierce Street, Brookline, MA 02445. Telephone 617-730-2330, TTY 617-730-2327 or Massachusetts Telephone Relay 711, FAX 617-730-2388, by e-mail at sbressler@brooklinema.gov."

Brookline Commission for the Disabled

Eileen Berger, Chairperson



The Commission for the Disabled in Brookline promotes the inclusion and integration of persons with disabilities in the activities, services and employment opportunities of the community. We advise and assist town officials in ensuring compliance with federal and state disability laws. We provide information, referral, advocacy and technical assistance to individuals, businesses and organizations in matters pertaining to disability.

The Brookline Commission for the Disabled (BCD) is authorized under Section 8J of Chapter 40 of the Massachusetts General Laws, Section 504 of the rehabilitation act of 1973, Amendment Article 114 of the Massachusetts Constitution and regulations of the Architectural Access Board.

Under the leadership of Chairperson, Eileen Berger, the BCD continues to work on major access issues including access for persons with physical disabilities in the Beacon Street Reconstruction Project. The BCD, Town Engineering department and other major stakeholders will continue to work collaboratively with the Mass. Office on Disability and the State Highway Department to reconcile access issues for people with disabilities.

The Commission has addressed concerns of accessibility for disabled citizens during the winter months including snow plowing policy and legislation proposed by Town Meeting. In 2010 the Commission met with the DPW, Town Engineering, Town Meeting Members and disabled citizens concerning snow removal. The Commission sees this process as multifaceted and has expanded support for the creation of policies and procedures in snow removal, parking, transportation and other issues confronting disabled citizens during winter months. The DPW has expanded its snow plowing practices to include re-plowing of curb cuts after storms, discontinuance of plowing snow to corners of public parking areas where disability parking is located, clearing sidewalk snow hills at curbside handicap parking meters and a heightened attention to calls from citizens with disabilities for assistance after storms.

Over the past year BCD met with the Massachusetts Architectural Access Board Executive Director on the current changes in applications for variances for disability access to new facilities, accessible housing issues, processed architectural access board complaints and variances. We have met with the ADA Transition Team Director on compliance, the Town Engineering

department and others on the accessibility of the Carlton Street Footbridge project and other projects affecting community accessibility for people with disabilities. We also met with the DPW on snow removal, the Health department on emergency preparedness, and local business organizations to provide BCD support for inclusion for people with disabilities in community services and opportunities. We have met with the Cambridge Disability Commission and plan to meet with Boston and other communities to share best practices and form partnerships in providing support for our local constituents. We participated in two BAT programs on accessible housing for the disabled in Brookline with the Massachusetts Office on Disabilities and the Brookline ADA coordinator. An art exhibit on the History of Disability was displayed in Hunneman Hall at the Library in March. The Commission is also planning to initiate an annual community wide Disability Fair and continue using BAT programming to reach people with disabilities in the community.

Diligence of the Commission members has effected positive changes in the signage and posting of emergency access routes in Brookline High School thereby increasing the safety and access of Brookline citizens using the our community High School.

In the coming year we will continue to include liaisons from the Brookline Engineering and Building departments to ensure technical expertise on the Commission and will continue to build partnerships with town departments and organizations to insure access of disabled citizens to community spaces and public and private facilities, activities and services.

Brookline Commission for the Arts



Commission for the Arts

The Brookline Commission for the Arts (BCA) serves as the Local Cultural Council for Brookline. The Commission is primarily responsible for stewarding a yearly financial allocation from the Massachusetts Cultural Council (MCC) to fund local artists and arts and cultural organizations serving the Brookline community. In addition, the BCA oversees the Town Hall Wall exhibition series, serves as an approval board for public art requests for the Town and as well as an advisory board to the Selectmen on arts-related projects.

Grant-making Activities

In 2010, 24 artists/organizations applied for funding, totaling \$25,605 in requests. The BCA's

allocation from the MCC for 2010 was \$8,450. In addition to that amount, the Commission added \$2,000 to mitigate the continued downward trend of funding available from the MCC. For example, in 2009 the MCC funding allocation to the BCA was \$10,800, a 22% decrease in support in just one year. During that same period, requests for support jumped from \$19,820 to \$25,605, an increase of approximately 23%. After reviewing the 24 eligible applications, the BCA made awards to the following artists/organizations:

Afternoon Concerts	ArtBarn Community Theatre
Arthur Wellington Conquest III	Nina Hasin
Martha Leader	New Repertory Theatre
Studio Without Walls	Louise Weinberg
Josh Winer	Coolidge Corner Branch, Brookline Public Library

Town Hall Walls

The Town Hall Walls project continues to thrive under the direction of Brenda Sullivan and a sub-committee made of BCA Commissioners and Brookline arts professionals. In 2010, the exhibition series hosted twelve Brookline artists, listed below:

2010 Town Hall Walls Schedule

February – April 2010

- Iris Sonnenschein, Textile Art/Quilts
- Vivien Goldman, B&W Photographs, still life
- Marion Cohen, Color Photographs, Ethiopia
- Pat Goeters, Color Photos, & Jef Taylor, Color Photos
- Kristin Ford, Paintings
- Jonathan Fine, Color Photographs

August 2010– October 2010

- Mimi Katz, Color Photos & Alvin Brass, B&W Photos
- Gwen Ossenfort, Mixed Media
- Miriam Salome, Oils on Canvas

November – January 2011

- Karen Chakraborty, Acrylic & Katherine Kominis, Photos
- Carol Miller, Acrylic and Pastel on Paper
- Madeline Fine, B&W Photographs 2010 Town Hall Walls Schedule

Other Activities

Leadership Circle Award

In February 2010, former Commissioner and current Curator of Town Hall Walls, Brenda Sullivan was honored at the State House by the MCC with a Leadership Circle Award, after being nominated by the BCA. This award is presented annually to recognize outstanding volunteers of the 329 Local Cultural Councils across the state. Recipients are awarded for their leadership in playing a crucial role to support projects that celebrate diversity, foster collaboration, showcase artistic excellence and provide learning experiences for people of all ages and backgrounds. We feel honored that Ms.Sullivan was presented with this award as it is a testament to her devotion to Brookline.

Grant reception

In May, the BCA hosted a Reception held at the Transportation Museum at Larz Anderson Park to celebrate and honor the 2010 grant recipients. It was a great event with about 70 people in attendance. Each grantee made a short presentation about their project to the Commissioners, fellow artists and invited guests.

Grant workshop

In June, the Commission hosted a grant workshop for artists and organizations interested in applying for funding support from the BCA. The workshop was free and publicized online, via email and in the Brookline TAB. Several artists and organizations that had previously been unaware of the funding opportunities available from the BCA participated in this workshop, so as an educational program and outreach program, it was deemed a success.

Brookline Commission for Women



Commission for Women
(L-R) Alberta Lipson, Casey Hatchett, Noreen Maddox,
Chris Chanyasukit, Sharman Andersen, Merry Arnold and Sandy Lundy

The **Brookline Commission for Women** (BCW) strives to support women in all aspects of their lives and to promote the cultural, racial, and economic diversity of Brookline. We accomplish our mission by making ourselves a visible resource for women in the community; collecting and disseminating information on women's issues; cooperating with other Town agencies, other women's commissions and service organizations for addressing women's issues; raising funds in support of our mission; offering programming consistent with our mission; and bringing women in Brookline together.

In January 2010, the BCW held its **1st Annual Room to Grow Baby Clothing and Book Drive**. *Room To Grow* is a not-for-profit organization dedicated to enriching the lives of babies born into poverty throughout their critical first three years of development. The program serves families throughout Greater Boston. Hundreds of pieces of clothing, toys, and books were collected during this two day drive.

In March 2010, the BCW held its 18th annual essay contest among 6th, 7th and 8th graders. Each year, students are asked to write about a "**Woman Who Inspires Me**." The essay contest winners and the special woman in their lives are invited to a reception to honor these exceptional women who have impacted so many young people. Also, as part of this event, the BCW honors one woman from the community who has made a remarkable impact on the Town and people who live here. The **2010 Brookline Woman of the Year** was Molly Paul, Executive Director of the Brookline Community Foundation. This event is held each March in celebration of National Women's History Month.

On April 28, 2010, the BCW co-hosted an education and networking event on **Social Media for Female Entrepreneurs**. This event is part of the We Can Series (Women Entrepreneurs Collaborating and Networking)

and is a joint project of the BCW, the Brookline Chamber of Commerce and Brookline Economic Development. This was the fourth in a series of events geared toward promoting and supporting current and prospective female entrepreneurs.

On May 6, 2010, the BCW hosted a panel discussion, “**Seeking Happily Ever After – Are Modern Women Redefining the Fairytale**” at the Hunneman Hall at 6pm. This panel discussion featured local artists/writers who shared their perspective on what the modern woman wants in terms of careers, dating, marriage and children.

In November 2010, the BCW held its **6th Annual Dress for Success Clothing Drive**. The Dress for Success program is a not-for-profit organization that offers services to underprivileged women entering the workforce. Each client receives one suit when she has a job interview and a week’s worth of separates when she gets the job. Thousands of pieces of clothing, gloves, scarves, shoes, accessories, and winter coats were collected during this two day drive. Recognizing the need to collect the winter coats at the beginning of the cold season, the BCW held its sixth winter coat and clothing drive in November and raised thousands of pieces again for the Dress for Success Program and the Women’s Lunch Place.

Looking forward into 2011, the BCW is planning to continue its work to support and promote women in Brookline. New initiatives have been added to our agenda which include running another toddler clothing and book drive for the Room to Grow Program, selecting a theme around which to develop future programs, and holding more forums on money management.

INFORMATION TECHNOLOGY DEPARTMENT

Kevin Stokes, CIO

Administration

2010 was a busy year for the Information Technology Group. Chief Information Officer, Kevin Stokes continued to meet with department heads, users and residents to ensure technology solutions are continuing to drive efficiency and transparency in our daily operations. Data Controller Joyce Jenkins works with individual departments on technology acquisition and support management.

The Department continued to stress enterprise initiatives that promote efficiency, enhance services and reduce costs. With the new phone system completely rolled out, all Town and School departments are now connected into one seamless infrastructure with 4 digit dialing now at everyone's fingertips. In addition, the new platform allows for better integration of intercom systems, emergency notifications and connection to handheld devices.

The IT department continued to streamline operations, examine processes and re-align partner relationships in support of Town and School departments. Continued investments in infrastructure ensure that adequate network and storage capacity allow for continued growth and processing power of the "Brooknet" computer network.

Application Management

Under the direction of Ms. Feng Yang, Director of IT Applications, all Town and School enterprise applications are centrally managed for optimum performance. The group has the following technical staff: Ben Vivante, Web Developer; Jed Fehrenbach, GIS Database Administrator/Web Developer; Gene Sun, SQL Server Database Administrator; Sheetal Goel, Student Applications Manager; Dale Junicke, Programmer Analyst; and Steve Sullivan, System Analyst. Newest to the group, Steve has brought with him years of software engineering experience, and is a great addition to the applications group.

We continue to apply best practices in managing application life cycles, and keep all major enterprise and cross-departmental applications up to date. In the meantime we have implemented new application functionalities, streamlined many operational tasks, worked with users to automate business processes, and applied new technologies to help improve efficiency.

Keeping All Applications Up to Date

Our philosophy is to keep all production applications up to the latest general release that is proven to be stable, to minimize the interruptions to production systems while taking advantage of new and improved functionalities.

This approach has worked very well. This year we upgraded the munis financial system, Aspen Student Information system, Destiny school library systems, Health office school nurse system, ESRI Geographic Information System, Cartegraph Maintenance and Asset Management system, and GeoTMS permitting and licensing system.

First Year of GeoTMS

On January 19th, the Town's new permitting and licensing system, GeoTMS went live for Building, Health, Planning, Selectmen, Fire, Police and DPW. Using GeoTMS this year, over 5000 permits were issued by the building department, over 1,100 commercial licenses/permits were issued and over 1000 inspections were conducted by the health department. Working with user departments, we ironed out any issues that come with a new system, rolled out field inspections and Intermec PDAs to the Health Inspectors, made all building permits available for online citizen inquiries.

The Year of Cartegraph

Under the DPW Commissioner's sponsorship, we started to fully implement the Cartegraph Maintenance and Work Order Management system for the Public Works Department. We upgraded the system, implemented mobile devices for field personnel, facilitated a Cartegraph Day with the Commissioner and the vendor, and finalized a DPW implementation plan. Following the plan, two projects rolled out: cross connection inspections and TreeView. The cross connection or backflow prevention project converted an existing MS Access database

to Cartegraph, and implemented a Trimble Nomad field device for the inspections to record inspection results. The TreeView project integrates our existing street tree GIS layer with Cartegraph and enables Parks personnel to also use a Trimble Nomad field device to record inspectors results and close work orders out in the field.

Going Mobile

The fast growing mobile technologies are looked by many departments as means to improve productivity. This year we deployed five Intermec PDAs for the health inspectors, and 3 Trimble Nomad PDAs for DPW inspectors. Currently we are working with Velosum and GeoTMS to implement the digital pen for writing Town by-law tickets by the Police and DPW. The Town's website has also been enhanced to include the mobile version for ease of reading and navigating (mobile.brooklinema.gov). More mobile applications are being worked on.

School Websites Redesigned

All nine school web sites have been redesigned and integrated into Joomla CMS web architecture and hosted externally with new features such as the superintendent's blog, customization calendars and an updated website appearance.

Website Maintenance and Enhancement

The Division updated First Night website for 2010; maintained www.brookline2010.org the Town's Environmental site; built the Brookline High School Athletic site; implemented SSL for town, school and retirement sites; worked with vendor to launch the new Brookline Adult Ed payment for programs application; developed a website survey on Bullying for the Schools; maintained over 1000 Town and School web pages; worked towards being the first Town in Massachusetts to use the State Campaign Reporting System, and enhanced the Town and School websites reporting capabilities using Google Analytics.

E-Commerce and Credit Cards

This year the first two credit card swipe machines were installed in Town Clerk and Treasurer's offices, enabling them to take credit cards from customers. All Town Clerk vital records are also purchasable online and inline. Water and sewer bills, Refuse bills, Motor Vehicle Exercise taxes are all payable inline at the Treasurer's Office.

The Year of GIS Integration

2010 was a year spent integrating a mature GIS system with other information systems such as GeoTMS Permitting and Licensing System and the Cartegraph Maintenance Management System. GIS data such as wetland buffers and historic sites are built into GeoTMS and a built-in Map viewer utilizes base GIS data from the ArcSDE main GIS data repository and permits in GeoTMS. GeoData Connect was enabled this year to link Cartegraph work orders to GIS assets that DPW manage such as signs and trees. More integration will happen in the coming year.

The Brookline Master Address Database Project

We have over 12 different databases that use addresses and from time-to-time the inconsistency of the data cause extra work and delays in certain business processes. This year, we started the design of a Master Address Database using the Federal Geodetic Data Committee (FGDC) address standards. Following the design, we will be populating the master database and developing procedures and processes to sync other databases with the master address database (BMAD).

GIC Preparation

In preparation for the switch to GIC in July, we worked with the Human Resources Department to merge and consolidate all data bases from BCBS, MTR, COBRA, HR maintained data, and StateRB into Group Insurance Commission's pre-enrollment data file to help with the transition process.

School Applications

Aspen Student Information System Maintenance

2010 was the third year of the Aspen student information system. Many system administration tasks were conducted such as system upgrades; portal and EPIMS testing; user account and role management; Year End Rollover; custom reports and templates; imports and exports such as SASIDS, PCG, Food service; uploads of student photos; wrapping up legacy data issues.

Fine tuning Aspen SPED Module

After the initial conversion of eSPED to Aspen SPED module last year, training sessions were held again this year for Special Ed Directors, secretaries, and team facilitators. Custom reports, forms and workflows were developed and worked with the SEPD department to clean up data from eSPED.

Destiny School Library System

This year we upgraded the library server and application during school vacation, imported student photos, and continued automated data extract from Aspen student information system to destiny.

Health Office Nurse System

We also upgraded the health office server and migrated to a new virtual machine, set up daily imports, applied immunization patches, and successfully completed the year end rollover.

BlackboardConnect

All student contact information is uploaded daily from the Aspen student information system to BlackboardConnect phone and email notification system for school administrators and teachers to communicate with parents. Staff information is also uploaded at the beginning of the school year. This year, we also implemented the Runkle Bus Route information due to the renovation of Runkle School and the changes of the bus routes.

Network Infrastructure

The Network Infrastructure and Operations Group, which is led by Zera Assefa, continues to add capacity, reduce downtime and increase redundancy by investing in tools and technologies which enable better distribution and performance. The Network Group consists of Ren Avellani who manages network integration and Gary Vogler who is responsible for server and storage management.

By making our infrastructure more flexible, our IT organization can deliver new applications and business services faster. Adding capacity to meet new or expanding computing requirements can be completed in a matter of minutes or hours.

Voice over IP deployment

Begun in August, 2009, the Voice over IP migration became the biggest project undertaken by the IT department in years. By moving voice services to the existing data network, a separate maintenance contract for the managed voice infrastructure was able to be eliminated which has reduced the cost of telephone moves, adds and changes.

Help Desk

In 2010, the IT Help Desk had more than 2,800 work orders, most were closing most in under three days. In addition, the annual replacement of desktop computers resulted in the installation of over 400 new computers across the Town and School departments.

The Department played a key role in implementing a standard desktop power management application which will allow for better control and analysis of power consumption for all Town and School desktop computers

Major projects for 2011 include the evaluation of new Help Desk software, to provide better data and analysis, problem tracking and asset management.

FINANCE

Stephen Cirillo, Finance Director

FINANCE

Overview

The Department of Finance was created by MGL Chapter 25 of the Acts of 1993. The purpose of the Act was to consolidate all of the fiscal and financial related activities of the Town into a single department in order to attain efficiencies and economies of scale, to reduce or eliminate duplication and overlapping of services, responsibilities and functions, and to improve the communication and coordination between and among the various offices and agencies of the Town.

Treasury Division

In compliance with the provisions of Chapter 41, Section 35 of the Massachusetts General Laws, the Treasurer is pleased to submit this annual accounting of the total cash receipts and disbursements for the fiscal year ended June 30, 2010. In addition, I have also included a summary of the highlights of the activities and accomplishments of the Department of Finance's Treasury, Collecting, and Payroll Sub-Divisions for the year. Details of cash transactions and debt activity are also contained in the Annual Audit Report, which is found in the Town Comptroller's Office, the Library, the Town Clerk's Office, and the Brookline web-site at www.brooklinema.gov. I believe that this approach provides more relevant information to our readers.

This Department of Finance was created in 1994 with the consolidation of several independent departments. The reorganization has continued and has strengthened. The functional workgroups that were initially created to provide more effective service and internal cross training are working out very well. Internal coverage for periods of peak needs was expanded. The specialized tax administration units continue to demonstrate their value to taxpayers. Indications are that public service has significantly improved. As will be noted below, with the use of electronic commerce techniques and an after hours Town Hall mailbox, we have developed a 24 hour/7 day per week service capability to our taxpayers.

Payroll Sub-Division

The Payroll Sub-Division continues to streamline processes to ensure accurate and timely payments to employees, payment of associated payroll taxes and various payroll deductions. The Payroll Sub-Division is a function within the Treasury Division of the Finance Department and works under the direction of the Town Finance Director and the Deputy Superintendent of Schools.

This year, the Payroll Sub-Division created a Green initiative called "Green Payroll". Two important steps were made with this initiative. First, the Payroll Sub-Division is the first to begin sharing scanned information which eliminates the need for multiple copies of the same documents being filed with various departments. A work flow process was developed with the Recreation Department to speed up the processing of personnel action forms. Second, the Payroll Sub-Division has developed a method to electronically deliver check stubs to employees. This process enables employees to retrieve payroll information prior to the funds being deposited into their accounts and also saves on paper and various associated costs associated with delivering a paper copy of the check stub. Because we were able to provide this service to employees in-house, we have not incurred any additional costs that normally would be associated with electronic pay stubs.

The Payroll Sub-Division continues to participate in discussions regarding the feasibility of purchasing new software which would integrate both human resource and payroll functions. Time imports have started for additional compensation of school employees to streamline the payment process. Automated time and attendance for DPW has begun which has eliminated the same data being entered multiple times into various spreadsheets. The creation of an EEO5 report which can be run directly from payroll has saved multiple hours in researching and compiling of information manually for the School Department.

The Payroll Sub-Division is responsible for the oversight of all payroll activities including accurate and timely payments to over 1,219 Town and 2,146 School employees, along with the related employee and employer deductions, taxes, wage reporting, and collective bargaining compliance issues. This unit oversees and audits

payments of over \$122.5 million in payroll along with the related \$22.7 million in a vast array of deductions and \$19.2 million in several payroll taxes. The Payroll Sub-Division has expanded the services provided by payroll. Training programs for report writing (Crystal Reports) have been provided to individual users enabling them to establish a list of reports that are frequently used and are available whenever the user logs into the payroll software. The Payroll Sub-Division has developed more detailed, department specific reports which are stored in a central network location and can be run by each department on an as needed basis. Continued throughout the year were individual and group training seminars for all departmental staff who are involved with the payroll functions for their departments. The Payroll section of Brookline's intranet is continuously being maintained to provide the most updated information to employees and payroll clerks regarding all aspects of payroll including forms, instruction and internet links. The Payroll Benefits Newsletter continues to be published with the combined efforts of the Human Resources Department.

Cash Management Sub-Division

This division is responsible for the collection and maintenance of all revenues from all sources, as well as the management and safeguarding of all funds, the administration of all debt and the proper disbursement of all funds. In summary, the aggregate receipts and disbursements for the fiscal year that began on July 1, 2009 and ended on June 30, 2010 are as follows:

Cash & Invest 7/1/2009	\$ 76,596,810.90
FY 2010 Cash Receipts	285,675,952.04
FY 2010 Disbursements	<u>(285,406,405.20)</u>
 Town Cash & Invest 6/30/2010	 76,866,357.74
 Library Cash & Investments	 3,674,282.00
Retirement Cash & Investments	<u>189,309,594.00</u>
 Total Cash & Investments	 \$ 269,850,233.74

\$251,538.07 in investment income was earned during the year. This was a decrease from the prior year and was the direct result of the numerous reductions in interest rates that the Federal Reserve Bank voted during this period because of the poor economic climate. We continued to exercise the aggressive cash management program that was instituted during the latter part of 1994. This enabled us to continue to maximize the rates of returns despite the economic recession and helped mitigate the reduction in earnings that was being experienced throughout the world. Use of an automatic "sweep" account that invests funds each night, along with a weekly interest rate bidding request program, have insured that we are able to obtain the highest rates available while maintaining safety and liquidity throughout the year. Higher risk type investments, such as derivatives and similar devices, are specifically avoided. The Town has now implemented the "Prudent Investor" standard.

Bank Service Charges

Through an on-going competitive bidding program, we continued to attempt to minimize bank service costs while the level of bank services increased. Our costs were \$87,028 in FY2010, which was directly attributable to our Electronic Commerce, reduction of interest earnings to offset expenses, and credit card acceptance initiatives that were introduced during the second half of fiscal 2001. In the last decade, bank service charges were costing us about \$150,000.

Debt

As of June 30, 2010 the Town had debt obligations of \$74.4 million in principle and \$16.5 million in interest payments. During 2010, the town borrowed \$18.425 million for several projects, including the Town Hall Garage, the Runkle School design, Sewers, Fisher Hill, Golf Course Improvements. The Town also refinanced the CY 2000 debt for the High School and other projects, reducing the interest from 5.5% to 2.1%. The original High School borrowing included a debt exclusion override. The refinancing reduced the property tax levy associated with the override by approximately \$650,000 over the remainder of the debt term

Accounts Receivable Sub-Division

For Fiscal Year 2010, this Sub-Division was responsible for the billing, collection, recording, and reconciliation of annual property taxes (\$150.2 million), Personal Property taxes (\$2.5 million), Motor Vehicle Excise taxes (\$4.9 million), Water & Sewer Utility Fees (\$22.3 million) and Refuse Collection and Disposal Fees (\$2.66 million).

In 2003, this Sub-Division was reorganized under the leadership of an Assistant Collector. In FY2004 the Sub-Division began to reconcile accounts receivable on a monthly basis, providing a more efficient year end closure of the Town's financial books. In 2005 the sub-division assumed responsibility for posting all water and refuse payments.

Another accomplishment of the Sub-Division was to shorten the age of accounts receivable. The accounts receivable of six prior fiscal years within the Personal Property Tax receivables class have been collected and closed out. Prior year Excise tax receivables have also been collected, abated and closed out.

Property Taxes

The aggressive delinquent collection campaign that was initiated in 1994 continued during the year. Unpaid taxes remained among the lowest they have been in over 25 years. The collection program described in the 1994 Annual Report has been very effective. Uncollected property taxes as of June 30, 2010 were \$1,355,129, representing a 99.1% collection rate.

Municipal Lien Certificates

An important responsibility of this Office is the timely and accurate issuance of municipal lien certificates (MLC's). This document is required before buyers and sellers of property can finalize any agreements for the transference of any real property. Lawyers and Mortgage Lending Institutions depend upon this service. The owners of property about to be conveyed generally require immediate attention. We issued approximately 1,915 MLC's during FY2010, some for Town use. Improvements in automation have reduced the completion time to approximately two days. General Law requires these documents to be completed within ten working days of receipt. We continue to receive many favorable comments for timely and accurate service from the various legal firms in the area.

Motor Vehicle Excise

We continued to participate in the Registry of Motor Vehicle license renewal and registration renewal marking program. The failure to be able to renew these two important permits has proven to be a very effective collection stimulus. Uncollected excise at the end of the year was \$446,913. We continued to collect over 96.62% of the more than 31,777 bills issued each year on a timely basis.

Summary

Again, your Treasurer/Collector presents these accomplishments with pride. They signify our collective efforts on behalf of our community. One of the most significant messages subliminally contained within this report is that the staff is a team of professional public sector employees. A strategic initiative of cross-training has created a dynamic yet flexible staff that can address any issues that are presented. They take pride in providing a high level of quality service for their constituents. As the manager of the Division, I express my genuine appreciation to this exceptional staff of dedicated people who continue to make this all happen. My very personally satisfying job and our many successes are a direct result of their exemplary performance. I remain forever grateful to each and every one of them.

I also wish to thank the Community for their continued support and response to all of our appeals. Tax collecting is never a "fun" task, but the vast majority of our taxpayers understand what we need to do in order to keep our financial house in good condition and this understanding is what enables us to present these accomplishments. We really are grateful to all of you.

Comptroller's Division

The Comptroller's Office is responsible for the timely and accurate processing of vendor payments, cash receipts and general ledger transactions, and numerous federal and state reporting functions, including the Commonwealth's Schedule A and free Cash certification. In addition, the Comptroller serves on the Brookline Contributory Retirement System Board.

Accounts Payable personnel, in conjunction with input for a variety of Town departments, continued to service the more than 4,400 active vendors, processing 34,735 invoices during calendar 2010, which resulted in approximately 17,900 vendor checks totaling more than \$78 million.

During 2010, the Comptroller's Office, working with Purchasing and the Treasurer-Collector, continued to expand the EFT payment process for vendors, resulting in fewer paper checks cut to some of our larger vendors. More than \$16.7 million was transmitted via 1,584 electronic funds transfers during calendar 2010. 872 1099's were issued in January, 2011 to vendors providing services in excess of \$600.

The Accounts Payable personnel routinely audit all invoices before the payments are processed and then match up the resulting checks with their supporting documents for archiving in-house. In addition, the accounts payable team has spent considerable time and effort training departmental users throughout the School and Town in the appropriate use of the accounts payable system.

Financial Reporting

The Comptroller's staff worked closely with the auditors to ensure compliance with Generally Accepted Accounting Procedures and the promulgations of the Government Accounting Standards Board in the daily financial activities of the various Town departments and in the preparation of the Town's annual financial statements.

As of the end of December, 2010, Personnel, Schools, DPW, Water & Sewer, Building, Fire and Police Departments were utilizing the General Billing module. 3,721 General Billing invoices were processed for a total of 1,657 customers during calendar 2010, for a total of \$2,768,709 of which \$1,998,240 was collected through January 2011.

The Comptroller's staff continues to provide training and support for the departmental users in General Ledger queries and reports and Accounts Payable, General Billing and Cash Receipts input and processing and reporting of departmental financial data via in customized Crystal Reports developed in the Comptroller's Office.

By the end of calendar 2010, 189 users in the Town and School offices have been trained in the Town's MUNIS Financial system in basic Crystal Report running. The Comptroller's Office is currently providing more than 4,000 customized reports to various School and Town departments.

As of the end of fiscal 2010, the Comptroller's Office had recorded and was maintaining asset and deprecation records for over 5,000 fixed assets.

In all, nearly 25,000 journal entries were processed to the general ledger during calendar 2010, including 7,154 accounts payable batches, 833 budget related journals, 9,322 cash receipts journals, 258 cash disbursement journals, 599 general billing journals, 928 general journals, 10,994 purchase journals, and 113 payroll journals.

In addition, during 2010, the Comptroller's Office, as a part of the Finance team, worked with key personnel from Information Technology, to upgrade the MUNIS Financial system to version 8.2 which entailed enhanced features in Role Based security. The 8.24 migration was completed in November, 2010.

In response to recommendations by the Town's Independent auditors (Powers & Sullivan), the Comptroller, along with key management personnel began work on a fraud risk assessment process and fraud policy for Town and School personnel. A preliminary policy and department fraud risk assessment questionnaire were

completed in December 2010. After further review and revisions by Town Counsel and the School and Town Human Resources directors, a policy should be in place before the end of Fiscal 2011.

Closing

The Comptroller and her staff worked closely with other key departments to enhance internal controls and financial processing and reporting with the Town. The Comptroller gratefully acknowledges the fine efforts of her staff, in conjunction with the efforts of other Town Departments, which have contributed to this highly successful year.

Assessors Division



Board of Assessors

L-R: Mark Mazur, Gary McCabe and Harold Petersen

The mission of the Board of Assessors is to assess all property in the Town of Brookline in a fair and equitable manner and in accordance with the laws, rules, and regulations of the Commonwealth of Massachusetts, the requirements and guidelines of the Department of Revenue and the Uniform Standards of Professional Appraisal Practice of the Appraisal Foundation. Our purpose is to promote the fair and equal treatment of all taxpayers in the Town of Brookline in the administration of the property tax, motor vehicle excise tax and all related exemptions; to assess all property at its full and fair cash value as of January 1 or each year and to employ valuation methods and techniques appropriate for each class of property and to maintain public records necessary to administer the taxes of the Town of Brookline and to objectively review the petitions and concerns of aggrieved taxpayers.

Accomplishments

The Brookline real estate market continued to show its durability as prices seem unbothered by the slow economy. As a result, assessed values, particularly residential values, in most cases, were unchanged. New construction also continued at a slower pace at 20% off the 5-year average (\$151M versus \$187M). In 2010, the Assessors again reviewed the entire commercial tax base to determine the impact of the recession on local market rents and vacancy rates. Adjustments were made to all properties experiencing greater vacancies due to general economic conditions. The net result was the total assessed value of the town increased 0.57% in fiscal year 2011 over fiscal year 2010 to \$14.926 billion from \$14.841 billion.

To help alleviate the financial pressure on fixed-income senior homeowners, the Board of Assessors co-sponsored with the Council on Aging, a Town Meeting article to increase the Senior Work-off abatement program as authorized by the 2009 Town Meeting, to expand the number of participants to 25 eligible taxpayers and increase the amount of the exemption to \$1,000 in exchange for 120 hours of work for various town departments, including the Assessor's Office.

The Assessors worked with the Town Administrator and Finance Director to finalize a comprehensive payment-in-lieu of tax (PILOT) agreement with Boston University. The agreement will form the basis for similar efforts with other tax exempt organizations in Brookline.

Chief Assessor, Gary McCabe participated in the Board of Selectmen's Small Commercial Exemption Study

Committee, which was charged with a review of the current provisions of the law, Chapter 59§ 5I, to determine the taxpayer and community benefits available and whether those benefits, in the form of limited tax exemption, are available to small independently owned businesses in Brookline in a fair and equitable manner. The Committee's report was issued to the Board of Selectmen in December and will be followed up by a meeting with the local legislative delegation to discuss possible changes to the existing statute.

Principal Clerk Donalda Hingston was recognized by the Massachusetts Association of Assessing Officers for her years of dedicated service to the office and courtesy to the public receiving the 2010 Lucille Bayes Clerk of the Year Award.

2011 Objectives

The Assessor's work in calendar year 2011 will include the management of the triennial audit and certification of assessments by the Department of Revenue. The certification process includes a statistical analysis of assessment levels for all classes of property and a procedural audit of assessment practices, data accuracy and valuation methods. Certification of values must be completed prior to approval of the fiscal year 2012 tax rate and authorization to issue tax bills.

The Assessor's will continue the multi-year effort to expand the use of the Town's web-site to provide more property data to the general public and to expand into the area of on-line filing of selected abatement and exemption applications. The Assessor's staff will also continue to expand the use of the Town's computer-assisted mass-appraisal (CAMA) system to develop additional valuation models that will allow taxpayers greater access to and understanding of our valuation decisions.

The Assessors will also continue to be diligent in the discovery of taxable property and allowable levy growth for fiscal year 2012 and beyond using the town's technology resources and sound assessment practices. The table below contains a comparison of the FY2010 and FY2011 total assessed values by major property class.

Property Class	FY10 Valuation	FY11Valuation	Change
Residential	13,453,462,600	13,550,832,800	0.72%
Commercial	1,236,446,900	1,216,769,000	-1.59%
Industrial	13,522,800	13,417,000	-0.78%
Personal Prop.	138,212,160	145,418,280	5.21%
Total Taxable Property	14,841,644,460	14,926,437,080	0.57
Tax Exempt	1,529,248,900	1,640,844,900	7.30%

Purchasing Division

The Purchasing Division is responsible for the procurement of all goods & services for all Town and School Departments. The division's ongoing role is to ensure that all Departments are getting the best value, by using good business practice, quotes, bids and proposals, as well as established contracts. The procurement process complies with applicable laws, such as M.G.L. Chapter 30B, which was enacted by the State and adopted by the Town in 1990.

Purchasing manages all subsequent contracts and agreements that are entered into by Town and School Departments. General Services is part of the Division, providing mail and printing support for Town and School departments.

Personnel

The Purchasing staff is: Chief Procurement Officer David Geanakakis, Procurement Officer Mary Clover, Buyer Richard Saville, and Clerk Leonore Nicolay.

General Services staff is: Supervisor of Mailing & Printing Timothy Sullivan and Mail Clerk Morgan Laing-Buckland.

David would again like to thank all Division staff for their assistance over the past year, and for providing a consistent high level of service to Town and School Departments on a daily basis.

Purchasing Activity

During the past year, the Purchasing Division issued 9500 purchase orders and conducted 90 public procurements, for the various departments. Procurements are done using the appropriate open and competitive process. With the assistance of the requesting department, Division staff develop specifications, investigate and seek out potential vendors, evaluate and award contracts, and monitor vendor performance.

Contracts for goods and services are managed by the Division staff and used by all Town and School departments. Cooperative and State contracts are used when applicable. Examples are: office supplies, school lunches, copiers, information technology, telecom, furniture, consultants and insurance. Significant items from the past year were:

- Town Department Bids and RFPs: Refurbishment of 75 Foot Quint Aerial 2000 Pierce Dash Fire Truck, 105 foot Heavy Duty Aerial Ladder Truck, 4 Wheel Drive Multi-Purpose Excavator, PEER Review Consulting Service Contracts for the Building & Runkle School, Communitywide Historic Prop Survey Phase II, Library Periodicals, Golf Course Operations Review, Residential Energy Efficiency Program, Fire Hydrants, Ready Mixed Concrete, Dental Coverage for employees, Debt Collection Services for Parking Clerk, Water Rate Study, Food Service Concession License At Brookline Public Library, Sewer Camera System & Software, LED Lights Pilot and Purchase, Buses for Recreation, Annual Lease purchase financing for DPW equipment, Annual Service Contracts for Building.
- Managed the annual computer leasing process, with the assistance of the Information Technology Department. This resulted in standardized models, one vendor, one annual payment, low prices, faster ordering process & deployment, and competitive interest rates.
- Purchased additional hybrid vehicles, for the Town Departments.
- As in previous years, issued the bids, awarded contracts and administered the Cooperative Purchasing arrangement for the purchase of Gasoline, Diesel, and Heating Oil Fuels for Brookline, the Cities of Newton, Cambridge and Waltham, and the Towns of Arlington, Belmont, Lexington, Watertown, Winchester and Weston. Bids were issued in March 2010, and resulting prices were lower than market for the current fiscal year.

Support to the School Department

Procurement Officer Mary Clover and Clerk Leonore Nicolay are the Division's primary liaisons to the School Department. They dedicate much of their time to support School Department purchases and projects, but all staff support School purchases. Significant items from the past year were:

- School Department bids and renewals: full-service hamburger & chicken sandwich service, computer and printer supplies, medical supplies for the school nurses (in conjunction with the State contract), fair trade coffee and tea, beverage and snack vending, and contract cleaning.
- Participation in several purchasing cooperatives (Somerville, Waltham, Methuen) for increased savings in food services.
- Renewed contract for paper towels, toilet tissue & hand soap for the School, and included Town Department requirements.
- Bid Student Bus and METCO Transportation Services with a cost savings from the previous contract.
- Received commission from soda and snack machines amounting to \$3979 in FY10. For the first half of FY11, commissions generated \$2600 which is an increase from the previous year.
- Renewed several school bids: science supplies, pizza, bagels, sushi, frozen desserts, printing of Adult Education catalog.

- Continue to use state contract vendors who offer competitive prices

General Services Activity

General Services provides centralized printing and mailing services for all Town and School departments. Services are done in the most economical manner, primarily on site, with outside vendors if needed. Quality offset high printing and pick-up & delivery mail services are done by the print shop and mail room.

- Completed the purchase of VOIP telephones for Town and School wide application.
- Continued to review current cell phones provider and changed plans and phones, to lower costs and improve service.
- Continued to consolidate telephone service providers under two companies, with lower rates, better service and improved problem resolution.
- Continued to promote in-house print capabilities to lessen the costs of outside printing. The Annual Report, Financial Plan, Contract Specifications, Town Meeting Combined Reports, Town Meeting Member Newsletters, and other materials continue to be printed internally.

Retirement

Frank Zecha, Director



2010 Retirement Board

The Brookline Contributory Retirement System (System) administers the defined benefit plan for most Town of Brookline employees, with the exception of teachers and school administrators whose program is administered by the Teachers Retirement Board. The defined benefit plan, governed by Massachusetts General Laws Chapter 32, provides retirement, disability, survivor, and death benefits to members and their beneficiaries.

The System has a five member Board who is responsible for ensuring that the system is operating in compliance with M.G.L. Chapter 32. Director of Finance Stephen Cirillo serves on the Board pursuant to an appointment by the Board of Selectman. Brookline Comptroller Judith Haupin serves as the ex-officio member, as required by M.G. L. Chapter 32 along with Brookline Firefighters Deputy Chief Rob Ward and James (Chet) Riley serve as the elected members to the Board. Gary Altman, an attorney who works full-time as a labor arbitrator and mediator, was chosen by the four Board members to serve as the fifth member. James (Chet) Riley serves as the chairperson of the Board.

The System is funded through member's deductions, investments and an annual appropriation from the Town and Brookline Housing Authority. The Board adopted an actuarial funding schedule to ensure the financial stability of the retirement system. According to the most recent actuarial report, as of January 1, 2010 the system was 62% funded.

As of December 31, 2010, there were 3,509 members, 1,449 active members, 860 retired members or their beneficiaries and 1,200 inactive members. During 2010 the Board voted to grant 23 superannuation and 3 accidental disability retirement allowances. The Board also approved 82 refunds and 45 transfers of member accounts.

The current staff is comprised of Frank Zecha, Executive Director; Anne Speicher, Deputy Director of Finance; and Kimberly McCormick, Administrative Assistant. The Staff is responsible for all financial transactions, reporting of investment activity, comprehensive pre- and post- retirement counseling to employees and their families regarding their rights and benefits, issuing monthly pension payments to retirees and /or their survivors, and other required governmental reporting.

The system utilizes an investment consultant firm, New England Pension Consultants (NEPC), to provide investment advice. The Board establishes investment policies, allocates system assets to various investments, and retains managers in each asset class to invest the resources allocated to the type of investment with assistance from NEPC.

The Retirement System is valued at \$208.0 million as of December 31, 2010. For calendar year 2010 the System had a positive 13.5% rate of return. The 25 year rate of return is greater than 8.25% annually.

TOWN OF BROOKLINE TELEPHONE DIRECTORY
MAIN NUMBER 617-730-2000

EMERGENCY TELEPHONE NUMBERS

POLICE	911
FIRE	911
HIGHWAY	730-2160
PARKS	730-2167
WATER/SEWER	730-2175
HOME HEATING	730-2300 (weekdays)
	730-2222 (evenings & weekends)

<u>DEPARTMENT</u>	<u>TELEPHONE</u>	<u>FAX</u>	<u>TTY</u>
ASSESSORS	730-2060	739-7572	(Phone Devices for the Deaf)
BUILDING	730-2100	739-7542	
COMPTROLLER	730-2022	730-2298	
COUNCIL ON AGING	730-2777	730-2761	730-2777
ECONOMIC DEVELOPMENT	730-2468	730-2442	
FIRE (office)	730-2272	730-2728	
FIRE (non-emergency)	730-2260		
HEALTH	730-2300	730-2296	730-2327
HUMAN RELATIONS/YOUTH RESOURCES	730-2330	730-2296	
INFORMATION TECHNOLOGIES	730-2003	739-7571	
LIBRARY			
MAIN LIBRARY	730-2345	730-2160	730-2364
COOLIDGE CORNER BRANCH	730-2380		
PUTTERHAM BRANCH	730-2385		
ADMINISTRATIVE OFFICE	730-2360	232-7146	
PERSONNEL	730-2120	739-7519	
PLANNING	730-2130	730-2442	
POLICE (non-emergency)	730-2222	730-8454	734-2952
PRESERVATION COMMISSION	730-2089	739-7542	
PUBLIC WORKS			
ADMINISTRATIVE OFFICE	730-2156	730-2258	
CEMETERY	730-2179	730-2258	
CONSERVATION	730-2088	730-2258	
ENGINEERING	730-2139	730-2258	
HIGHWAY	730-2156	730-2258	
PARK/FORESTRY (non-emergency)	730-2149	730-2167	
WATER/SEWER (non-emergency)	730-2170	730-2258	
RECYCLING HOT LINE	730-2500		
PURCHASING	730-2195	264-6446	
RECREATION			
MAIN OFFICE	730-2069	739-7531	739-7698
GOLF COURSE	730-2078		
GYM	713-5422		
HIRE ONE	730-2779		
RAFT PROGRAM	739-7598		
SKATING RINK	739-7518		
SWIMMING POOL	730-2778		
RETIREMENT	730-2028	730-2298	
SCHOOLS	730-2400	730-2108	
ADULT AND COMMUNITY EDUCATION	730-2700		739-7656
SELECTMEN	730-2200	730-2054	730-2213
TOWN ADMINISTRATOR	730-2211	730-2054	
TOWN CLERK	730-2010	730-2298	730-2572
TOWN COUNSEL	730-2190	264-6463	
TRANSPORTATION	730-2177	730-2258	
TREASURER	730-2020	730-2298	
VETERAN'S SERVICES	730-2112	730-2296	

TOWN OF BROOKLINE, MASSACHUSETTS

Settled: 1638
Incorporated: 1705
Population: 58,732
Land Area: 6.82 Square Miles

Government: Representative Town Meeting (240 Elected Town Meeting Members and eight at large) with five-member Board of Selectmen and Town Administrator.

Located four miles from downtown Boston, in Norfolk County. Brookline is one of the largest towns in New England. It is primarily a mature suburban, residential community. The primary occupations of Brookline residents are management and professional, heavily concentrated in the fields of medicine and education.

FY 2010 Assessed Valuation: \$14,841,644,460

FY 2010 Tax Rates:

Residential \$10.97

Commercial \$17.80

Residential Exemption \$162,904

Political Parties and Designations

Total Registered Voters	35,534
Democrat *	17,519
Green-Rainbow*	36
Republican *	2,495
Unenrolled	15,377
American Independent	14
Constitution Party	1
Green Party USA	9
Libertarian	80
Socialist	3

*Recognized Political Party

Brookline Legislators

United States Senators

Scott P. Brown
John F. Kerry

United States Representative Congress

Barney Frank

State Senator

Cynthia S. Creem

State Representatives

Edward F. Copping
Michael Moran
Jeffrey Sanchez
Frank Israel Smizik

The Town of Brookline is an Affirmative Action/Equal Opportunity employer. The Town of Brookline does not discriminate on the basis of disability in admission, access to, or operations of its programs, services, or activities. The Town of Brookline does not discriminate on the basis of disability in its hiring or employment practices.